



MEMORANDUM

TO: Educational Policies and Programs Committee
FROM: Chiara Ferrari, Chair
DATE: August 30, 2018
SUBJ: EPPC MINUTES – August 30, 2018, Kendall Hall 207, 2:30 p.m.

Members present: Allen (Shepherd), Ferrari, Cooper (Adamian), McConkey, Grassian, Medic, Altfeld-Fisher, Hassenzahl, Hotstetter-Lewis, Kim, Connolly, Ford, Horst, Watkins, McConkey, Bailey, Akinwande

1. Approve Minutes for April 19, 2018

The minutes were approved as amended.

2. Approve Agenda for August 30, 2018

The agenda was approved.

3. Welcome and Introductions

EPPC Membership Roster: <https://www.csuchico.edu/sen/eppc/members.shtml>

[EPPC Membership Roster](#)

Quorum and Proxies, Intent List

A quorum for EPPC consists of a majority of the elected Academic Senators who are members of EPPC. Chiara reminded members of the importance of being present at EPPC meetings and sending proxies when members have to miss meetings. The chair of EPPC cannot hold a proxy.

According to the Academic Senate Bylaws Article I, Section 2, a member of the Senate “may appoint any member of his/her constituency as his/her proxy.” Members discussed the meaning of this policy and what constituency means and agreed to further discussion in the context of EPPC guidelines.

4. Curriculum Resources

Chiara shared a PowerPoint presentation about curriculum resources. The presentation covered the steps of curriculum design, how proposals move through the Academic Senate, Robert’s Rules of Order, EPPC guidelines, EO 1071 proposals, and curriculum proposal red flags, etc. Nicol Gray further explained catalog deadlines, the Academic Department Manual,

and administrative curriculum processes. EPPC members discussed encouraging a culture of mentorship for new EPPC members as they learn to evaluate curriculum proposals.

5. EPPC Officers

Secretary Schedule

Heather Altfeld-Fisher agreed to take minutes at the September 13th meeting. Chiara will create a secretary schedule for the remainder of this academic year's EPPC meetings.

Vice Chair Nomination

Chiara called for Vice Chair nominations. Vice Chair duties include: participating in meetings regarding the EPPC agenda, assisting and consulting with the chair of EPPC as needed, leading EPPC meetings when the chair is unavailable, etc.

6. EPPC Committee Representatives

AURTEC: EPPC Chair (Chiara Ferrari)

Curriculum Advisory Board (every other Wednesday 12-2) (Rick Ford)

Graduate Council (1st Friday 8-9) (Darcy Hostetter-Lewis)

Liberal Studies Program Advisory Council (Michelle McConkey)

University Writing Committee (varies) (TBD at the next meeting)

7. Discussion Item: EO 1110 implementation

[EO 1110](#) (August 2, 2017)

[EO 1110 Implementation Guidelines](#) (November 20, 2017)

[Executive Orders 1100 and 1110 Policy Changes](#)

[EO-1110 implementation](#)

Peter Kittle and Kim Jaxon discussed with EPPC members the English Department's implementation of EO 1110, the method for appropriate placement of students into different categories for writing courses, plans to address heritage speakers going forward, and the U-Course model. Betsy Boyd, Rick Ford, David Hassenzahl, and Pam Morrell further discussed the implementation of EO 1110 as it relates to Math and Quantitative Reasoning, the method for appropriate placement of students into different categories for math courses, and science and math co-requisite courses, as well as implementation issues going forward (mid-summer placement changes, ongoing funding, enrollment projections, and student registrations). Shannon Hall from Academic Advising reported that 13% of category 4 students were in majors that had already prescribed both science courses in the GE curriculum (areas B1 and B2). EPPC members discussed support courses for students in math and English courses and also the waiver process.

Members further discussed the appeal process for issues related to EO 1110 courses and other General Education disputes, whether EPPC is the proper body for making such a decision, and initial possibilities for the appeal process as outlined by Daniel Grassian:

1. If there is a programmatic difference of opinion between a student's major and disciplinary experts, the disciplinary experts decide.
2. If there is a programmatic difference of opinion between a student's major and disciplinary experts, faculty in the program's major decide.
3. Appeals could be brought to the Dean of Undergraduate Education, who would be tasked with making the final determination.
4. Our campus could create an appellate body for general education that decides these kinds of appeals.

8. Announcements

On October 10th, there will be a groundbreaking ceremony for the new science building.

9. Other

No other.

10. Adjourn

The meeting was adjourned at 4:41pm.

Respectfully submitted,

Mahalley Allen