



M E M O R A N D U M

TO: Educational Policies and Programs Committee
FROM: Chiara Ferrari, Chair
DATE: April 15, 2019
SUBJ: EPPC AGENDA – April 18, 2019, Kendall Hall 207, 2:30 p.m.

1. Approve Minutes for April 11, 2019 [Attachment 1]	2:30
2. Approve Agenda for April 18, 2019 [Attachment 2]	2:32
3. Action Item: Center in Regenerative Agriculture and Resilient Systems Interim Executive Memorandum for Oversight of Ancillary Units (Guest presenter Cynthia Daley) [Attachment 3a, 3b]	2:35
4. Action Item: BS in Geography (Guest presenters Dean Fairbanks, LaDona Knigge, Noriyuki Sato) [Attachment 4a, substitute revised document 4b]	2:45
5. Information Item: Academic Calendar 2020-2021 (Guest presenter Holly Ferguson)	2:55
6. Information Items: EPPC reports CAB Report (Heather Altfeld-Fisher) Graduate Council Report (Marianne Paiva) Liberal Studies Council Report (Michelle McConkey) University Writing Committee Report (Ana Medic)	
7. Announcements & Other	
8. Adjourn	

Present: Adamian, Akinwande, Bailey, (proxy for Ford), Connolly (proxy for Nanhee Kim), Ferrari, Grassian, Hammer, Horst, Hostetter-Lewis, Maas, McConkey, Medic, Mitchell-Brown, Paiva, Peterson, Shepherd, Watkins (proxy for Stapleton)

1. Approve Minutes for April 11, 2019
 - Minutes approved with no comments
2. Approve Agenda for April 18, 2019

- Agenda approved with no comments
3. Action Item: Center in Regenerative Agriculture and Resilient Systems
 - Cindy Daley presented
 - No comments or questions
 - Approve proposal for new center as action item: Aye - All, Nay - 0, Abstain - 0
 4. Action Item: New BS in Geography
 - LaDona Knigge presented
 - Presenter submitted a substitute document to address items brought up at introduction:
 1. Page 7: Added table with enrollment numbers; added numbers of other CSUs with the same major and enrollment numbers for those CSUs
 2. Page 8 - Amended number of units to include addition of BIOL 151
 3. Page 11: Added BIOL 151 to list of required courses to remedy hidden prerequisite issue
 4. Program assessment requirements: Filled in last columns
 5. Changed MAP to include BIOL 151
 - Substitute document accepted Aye – All, Nay - 0
 - Have approval from Johnathan Day (chair of Biological Sciences Department) to add BIOL 151 as required course in new major
 - Provost (via VP Grassian):
 1. Concerned about putting forth a new degree with low enrollments
 Presenter's response: In the Human Geography and Planning Option, students become planners. The Physical and Environmental Geography option (this new degree replaces) is a different area in Geography that requires extra hours and the proposed elective areas are broken down into areas where students will get jobs.
 2. Concerned that the enrollment in the Human Geography and Planning option has low enrollment already and if the Physical and Environmental Geography option is removed, what will happen to this option remaining in the BA in Geography?
 Response: The department will need to revise the BA once the new BS is approved.
 - VP Grassian:
 1. Would there be any direct or indirect costs?
 Response: The additional courses are from other colleges so not adding new courses and do not need to hire new faculty; budget neutral proposal; can have same person assessing both programs and can have both programs go through 5 year review if on same cycle.

2. Would there be an increased offering of courses?
Response: Need to see what happens with enrollments.
 3. Where did proposers come up with initial enrollment numbers as well as future numbers?
Presenter's response: Gathered information from database maintained by American Association of Geographers (query of enrollment numbers from Geography Departments nationwide); alumni and current students communicating desire to have the BS
 4. What does the department consider healthy enrollment for both?
Response: 25 in each program (BA and BS in Geography)
 5. What happens if don't hit this threshold?
Response: The college dean tracks enrollments and provides good oversight; would not suggest ending program; have always met enrollment targets and met budget; will track student movement as well
 6. The curriculum assessment MAP not showing required courses being assessed. Based on MAP and things not lining up, are all courses necessary? Required courses should be mapped to an SLO.
Response: 15 of the units are out of the department's control because the courses are from other colleges. It is also hard to include elective units as well. Realistically tracking 49 units. With the courses listed, graduates will be able to get federal jobs; geospatial skills really make this a desirable degree and there is a demand for these skills.
- Proposed amendment to change language for Area of Study on page 14 to the following:

Resource Management Electives: 9-12 units

Select three courses from any of the following elective areas. To concentrate in a single theme, choose all three elective courses from one area. Select courses in consultation with a department major advisor to ensure the sequence of courses selected align with prerequisites.

- Approved amendment to change language: aye – all, nay – 0
 - Editorial: Page 31 & 32, spelling of Jodi Shepherd's name is incorrect (Shepherd instead of Shepperd)
 - Proposal to approve the BS in Geography as amended: Aye - All, Nay - 1, Abstain - 0
5. Information Item: Academic Calendar 2020-2021
 - Presenter: Holly Ferguson APSS
 - Presenting draft Academic Calendar for 2020-2021 (not complete; have some outstanding dates)

- Link in agenda is an active link so draft document will change as actively making changes
- Not a lot of change from last year; same format
- Change that was made last year: grade due date aligned with last faculty workday (no longer 31st of Dec/May) – previous grade due date didn't coincide with faculty contract work days; new due date means faculty have less time to submit grades – due dates for F20: 12/23, S21; 5/26
- There will be communication going out about change of grading dates. Registrar present and commented that communication plan rolling out next month to ensure faculty aware of changes
- Moving forward, the grade due date will depend upon faculty work calendar and faculty contracts; need to provide dates before semester starts for faculty to work (prep days) and that leaves less days at the end of the semester
- Rational for earlier due date for grades: faculty working out of contract is a concern; delay in grades affects students in many ways (student success; transcripts held until grades released)
- F18: January 2nd, 10% of students were delayed

Concerns/Questions:

- Concern: Next year, if faculty have finals on Friday and commencement responsibilities, not time to meet grade deadline. There is one week to submit grades.
- Concern: Policy was changed mid-year.
- Question: What happens if faculty don't turn in grades on time? Answer: Historically, there has been a full week that Office of the Registrar staff waits after the deadline to run RD process. Have been instructed by the Provost to not wait. RD process will run and if grade not submitted, faculty will have to submit grade change form.
- Concern: Will need to change pedagogy on how faculty teach based on administrative policy. Cannot change the dates of finals but given fewer days to submit grades so it will have an impact on the kind of finals a faculty gives (logistics of the process of submitting grades itself is tricky). Not all classes can have multiple-choice finals. What do we do with this? How does shared governance become a part of this? This will be a discussion item at Senate when the Provost will be there to answer questions.
- Question: Is the intent there will always be campus closure after week of finals?
- Discuss with union a waiver; willing to work outside contract so have more time to work on grades.
- Already been out of compliance this long; should be having debates about policy not a calendar.

- Union representation is part of the process so reach out to union representative with concerns.

Discussion unrelated to grade due dates

- Presenter: Have been late on getting the Academic Calendar out and trying to get back on track. Will be coming in Fall to EPPC with 21-22 Academic Calendar.
- Beyond grade due date change, looking at changing up the view of the Academic Calendar. If there is feedback, let Holly know: What do you use the calendar for? What would you like to see? Not see? Calendar is on the CSU, Chico website with links that provide more information
- Question for presenter: Is there a way to have one calendar that has all dates and then different calendars for different populations? Get lost in the big calendar that has everything on it. Response: The Academic Calendar is a student calendar. The Faculty/Staff calendar includes holidays and workdays. There is also a university-wide campus calendar but this calendar relies on people putting information into it. Considering putting information in Academic Calendar in the campus calendar
- Grid format used in the Faculty/Staff Calendar is more user friendly.
- Organizing by theme rather than chronologically may be helpful. It is confusing to start a calendar in the beginning of a previous year; would be easier to sort by themes of information someone would be looking for.
- Email Holly Ferguson until she figures something out better.

6. Information Items: EPPC Reports (links to reports in agenda except Liberal Studies Council Report):
 CAB Report (Heather Altfeld-Fisher): No comments/questions
 Graduate Council Report (Marianne Paiva): No comments/questions
 Liberal Studies Council Report (Michelle McConkey): No report at this time: next meeting is April 25th.
 University Writing Committee Report (Ana Medic): No comments/questions

7. Announcement/other:

EC has created new ad hoc committee that will begin meeting next semester to discuss and approve policy related to access and distribution of grades related to closing equity gaps. Chiara read charge.

Looking for 1 volunteer from EPPC to serve on this ad hoc committee

- To lower equity gaps: Who can look at grade information? Who has access? Who needs the information for research? Who has the

authority/permission to access that information and how can that information be used? Can affect faculty and privacy of students.

- Could be used against faculty if you are the only person teaching the class; grade distribution.
- CO is asking for more information. Who gets the permission to look at this information?
- Representation: IRB, IT, Daniel will Chair, EPPC representative, FASP representative
- Requirement is that it is someone who will be on EPPC in fall – Paul Bailey volunteered

8. Adjourn: 3:51 PM