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## MEMORANDUM

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TO: Educational Policies and Programs Committee  
FROM: Rick Ford, Secretary  
DATE: September 8, 2014  
SUBJ: EPPC Minutes –September 4, K-207, 2:30 p.m.

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**Members present: Boyd, Donoho, Ellingson, Ford, Janos, McConkey, Nichols, Roll, Rowberg, Schierenbeck, Schindler, Thompson (Lee), Kemper, Postma, Loker, Trethewey, Baumgartner-Lee, Herren, Aird**

Meeting called to order 2:35pm

1. Approve **minutes** of April 17<sup>th</sup> meeting—moved to next meeting
2. Approve today's **agenda –minutes moved to next meeting**
3. **Announcements and Introductions**
  - The book in common will be kicked off today in the plaza - mayor, band, president will be there.
  - Renewing the academic plan is going on: [www.csuchico.edu/apc](http://www.csuchico.edu/apc) will take you to the academic plan website.
  - Submittal of major course substitutions into the GE program are encouraged. The deadline to curriculum services by Sept 19. Submittals involve a short narrative plus syllabus: See [www.csuchico.edu/ge](http://www.csuchico.edu/ge) for details.
4. **EPPC Procedure, Policies, and Guidelines:**

M/S/P That we insert “academic calendar” at the end of section 6c page 3 of the Guidelines. Chair Boyd asked if there were any other suggested amendments. There were none. It was then M/S/P to approve the amended guidelines.

Chair Boyd announced that the guidelines would be posted on the Senate website.
5. Nominations for Vice Chair  
M/S/P Michelle McConkey elected by acclamation Vice Chair for EPPC, 2014-15 . Thanks Michelle.
6. EPPC Meeting Format-EPPC Calendar-Secretary.  
Chair Boyd discussed some of the meeting protocols that we follow in EPPC. The calendar and secretary sign-up sheet was passed around. Committee members made several suggestions and hints on how to make the meetings run smoothly.

Chair Boyd introduced Kara Maas who receives the curricular proposals and works with Boyd to decide the proper venue for review.

7. Suspension and Discontinuance Policies (Discussion Item)

Chair Boyd discussed the history of the suspension policy developed by EPPC. Boyd explained that the item will become an introduction item following additional vetting throughout the campus. She then opened the floor to comments. Maas commented on chancellor office policy. Discussion ensued. Boyd explained that new EMs can not be applied retroactively. It was asked whether or not the suspension of any program submitted for discontinuation should indicate whether the suspension was under the approved EM or not. Could this be added as a requirement for the proposal? Other questions were raised about the connection between the suspension EM and the proposed discontinuance guidelines. Loker offered to provide a list of all currently suspended programs.

Boyd asked that suggestions for changes to the draft be sent to her.

8. Other – Boyd asked what issues we might want to discuss this year. She then displayed the academic department manual and went over the elements available. Boyd encouraged the committee to share the manual with their constituents.

The current status of the Outdoor Education program was requested. It was provided that Tim Sistrunk chairs an interdisciplinary group that is working on the Outdoor Education program.

A question was raised about where the university was on sexual assault response. The answer provided was that the university is working on the issue through FASP and we should see results this year.

Boyd announced that Senator Joe Crotts is on loan to FASP, but only for one semester.

9. Adjournment- at 3:51