

To: Jessica Pandya, Chair, Academic Senate, CSULB, 2019-20  
Norbert Schürer, Chair, Academic Senate, CSULB, 2018-19  
Ann Kinsey, Academic Senate Chair Assistant

From: Danny Paskin, Chair, Curriculum and Educational Policies Council, CSULB, 2018-19

Date: May 8, 2019

## **Annual Report of the Curriculum and Educational Policies Council AY 2018-2019**

### **Preface**

Many of CEPC's meetings during this academic year were devoted to the discussion and development of the General Education (GE) and Campus-Specific Graduation Requirements (GR) documents. The council started by discussing the GEGR document drafted by a summer ad-hoc committee. That document was soon replaced by a new version, which included input from a new ad-hoc committee, with representatives from all colleges.

On November 11, 2018, CEPC voted to break the document in two – one dedicated to the GE, another to GR. Following that decision, CEPC finished its review and made its recommendations on GE to the Senate at the end of its last meeting for fall 2018, meeting a deadline set by the Senate. Consequently, CEPC commenced its review of the GR document. The council finished its review and made its recommendations on GR to the Senate on March 2019, meeting a deadline set by the Senate.

Throughout the year, nonetheless, as listed below, the council still reviewed a number of other items including, for example, other policies and also new degrees. Following directions from Senate Exec, degree-related requests were given priority, so that those requests could be reviewed by the Senate at large, once the University Resources Council (URC) had also reviewed it.

### **Membership and Guests (in alphabetical order by last name)**

1. Members: Mehrdad Aliasgari, Jermie Arnold, Jennifer Asenas (spring 2019), Babette Benken, Abby Bradecich, Chris Brazier, Jody Cormack, Malcolm Finney (member, fall 2018), Laura Forrest, Gary Griswold (member, secretary, fall 2018), Neil Hultgren, Susan Leigh, Xuhui Li, Emely Lopez, Craig Macaulay (vice chair) Panadda Marayong, Jung Mee Mun, Henry O'Lawrence, Citlalli Ortiz, Jessica Pandya, Chloé Pascual (secretary, spring 2019), Danny Paskin (chair), Pitiporn Asvapathanagul (alternate from College of Engineering, for one meeting), Nancy Quam-Wickham (spring 2019), Raymond Torres-Santos

2. Guests: Rebekha Abbuhl, Juan Benitez, Curtis Bennett, Margaret Black, Donna Green, Jeet Joshee, Dan O'Connor, Sharon Olson, Jennifer Ostergren, Shireen Pavri, Norbert Schürer, David Shafer, Jim Scott, David Stewart, Michael Solt, Praveen Soni, Tiffani Travis, Tom Tredway, Andrew Wright, Terry Wright, Teri Yamada

**Revisions to existing and development of new university policy statements  
and committee charges**

1. Revision to General Education Policy, Policy Statement 12-00. Approved and recommended to the Senate on December 12, 2018;
2. New Campus-Specific Graduation Requirements (GR) Policy. Approved and recommended to the Senate on March 27, 2019;
3. New Policy on Service Learning. Approved and recommended to the Senate on May 8, 2019.
4. Revision to Policy on Departmentalization Procedures, Policy Statement 95-19, with new suggested title of "Policy on Establishment and Dissolution of Departments and Programs". Approved and recommended to the Senate on May 8, 2019.
5. Revision of charges of the Graduate Student Success Initiative (GSSI), with new suggested name "Graduate Studies Advisory Committee (GSAC)". Approved and recommended to the Senate on May 8, 2019.

**New, Changes To, and Discontinuances of Programs**

1. Creation of a new Minor in Design History and Theory in the College of the Arts. Recommended to the Senate on September 26, 2018;
2. Discontinuance of MA in Art, Option in Studio Art. Recommended to the Senate on November 28, 2018;
3. Creation of a new Minor in Translation Studies in the College of Liberal Arts. Recommended to the Senate on January 23, 2019;
4. Elevation of Arts in Education: Option in Education Administration to Master of Arts in Education Administration by the College of Education. Recommended to the Senate on February 13, 2019;
5. Elevation of Master of Science in Counseling, Option in Marriage, Family Therapy to Master of Science in Counseling Psychology by the College of Education; Create a new Post-Baccalaureate Business Analytics Certificate in the College of Business Administration. Recommended to the Senate on February 13, 2019.

### **Name Changes of Colleges**

1. Request by the College of Business Administration to change its name to “College of Business”. Recommended to the Senate on September 26, 2019;
2. Request by the College of Continuing and Professional Education to “College of Professional and International Education”. Recommended to the Senate on September 26, 2019.

### **Course Approvals**

1. Request to add GE designation (Lifelong Learning & Self-Development) to UNIV 111 – Paideia First-Year Seminar. Recommended to GEGC on November 28, 2018.

### **Revisions to charges of committees and councils**

None

### **Annual Reports of Committees that Report to the Council**

1. Academic Appeals Committee – Reviewed and accepted on Nov. 28, 2018.
2. General Education Governing Committee – Reviewed and accepted on Nov. 28, 2018.
3. Graduation Writing Assessment Requirement Committee – Reviewed and accepted on Nov. 28, 2018.
4. University Grade Appeals Committee – No report received.
5. International Education Committee – No report received.
6. Educator Preparation Committee – Senate officially dissolved the committee in 2018-19.
7. University Library Committee – Senate officially dissolved the committee in 2018-19.

### **Appointment of Liaisons or Members to University Committees and the Senate**

1. Academic Appeals Committee – Jessica Pandya;
2. Academic Senate – Gary Griswold (fall); vacant (spring);
3. General Education Governing Committee – Danny Paskin;

4. Graduation Writing Assessment Requirement Committee – Henry O’Lawrence;
5. International Education Committee– Terrence Graham;
6. University Grade Appeals Committee – Laura Forrest;
7. University Library Committee – No liaison as Senate was in the process of dissolving committee;
8. Educator Preparation Committee – No liaison as Senate was in the process of dissolving committee.

### **General Education Course List Supplements**

1. Approved Supplement 83 (concerning May 2018) on September 26, 2018;
2. Approved Supplement 84 (concerning September-October 2018) on November 14, 2018;
3. Approved Supplement 85 (concerning November-December 2018) on January 23, 2019;
4. Approved Supplement 86 (concerning January-February 2019) on February 27, 2019;

### **Unfinished Business**

1. Revisions to the Policy on Honors for Undergraduate Students, Policy Statement 14-08. It’s been brought to the attention of the Senate and, consequently, CEPC that CSULB has the highest standards of all CSUs for Latin Honors. The request originally came from a student, who formally requested that the University revises their policy, better aligning with other CSUs;
2. Revisions to the Graduate Writing Assessment Requirements (GWAR) Policy, Policy Statement 12-12. CEPC was directed by Senate chair not to review such policy until the Senate is done voting on the (Campus-Specific) Graduation Requirements (GR) document.
3. Review of a new Master of Science in Sustainability Management and Policy. After CEPC received the proposal, concerns were raised by URC, CEPC and the Senate that the multi-college proposal had not been reviewed by any of the college curriculum committees. Senate Exec directed the responsible parties to receive approval from each college committee before it is reviewed by CEPC and others.

## **Concerns / Queries / Comments / Recommendations**

1. In 2018-19, the Council had to move from its long-standing, more central meeting location, in BH-302, to the more peripheral Anatol Center. While not as conducive to meetings, CEPC appreciates the installation of a second screen and projector in the Anatol Center following a request from CEPC, and the new default configuration of tables (in a “roundtable” format).
2. CEPC started using BeachBoard for the first time this academic year. We recommend that the council continuous to do use the current Learning Management System in place in the future to archive council documents, including agendas, minutes and other relevant documents. This allows easier access to materials to current members, and also continuously creates an archive of past proposals (unavailable until now), which assist with decision and research. Chairs, however, are encouraged to also email the files directly to council members, better encouraging participation and awareness. Moreover, chairs should make sure the Academic Senate Office has access to agendas and minutes, as to allow them to post those on their own website, either by emailing them to the Senate, or by granting Senate staff with access to the BeachBoard group.
3. In preparation for 2019-20, while inviting attendees to its organizational meeting, CEPC had problems receiving a list of new, incoming members for the new year from some colleges. Some colleges had set their election deadlines past the date of the meeting itself, for example. CEPC recommends the Senate work with all colleges to ensure proper deadlines and procedures, so that all colleges are fully represented in this important meeting, and CEPC as fully staffed as possible in the following year.
4. The chair of CEPC also recommends the Senate consider organizing workshops to new council and committee chairs, where it could offer tips on proper procedure in council and committees, interaction between committees, councils and the Senate, tips on Robert’s Rules, as well as familiarizing chairs with relevant CSULB policy that plays an important rule when running meetings on campus.
5. CEPC would like to thank all council members who volunteered to serve in the many council ad-hoc committees throughout the year. During a year when most CEPC meetings were devoted to GE and GR, the work of the members of these councils was vital;
6. The chair of CEPC would like to personally thank the vice chair and the secretary of CEPC as well as the vice provost for their continuous work and input as part of the CEP Steering Committee. The chair recommends that the CEP Steering Committee continues to meet on a regular basis in the future.

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