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California State University, Long Beach  
Curriculum and Educational Policies Council  
Minutes – 2019-20 Meeting 1  
Wednesday, September 11, 2019, 2-4 PM  
AS-119 (Anatol Center)

*Members in attendance:* Sandra Arevalo, Babette Benken, Jeffery Bentley, Abby Bradecich, Chris Brazier, Betsy Cooper, Jody Cormack, Laura Forrest, Terrence Graham, Donna Green, Gary Griswold, Betina Hsieh, Neil Hultgren, Katherine Khiev, Xuhui Li, Craig Macaulay (Vice Chair), Panadda Marayong, Jung Mee Mun, Chloe Pascual (Secretary), Danny Paskin (Chair), Joseph Phillips, James Saucedo, Ryan Smith, Daniel Whisler.

*Guests:* Monica Argandoña, Sam Min, Reo Song, Christine Whitcraft

1. Approval of the agenda MSP
2. Approval of minutes from Organizational Meeting for 2019-20, from May 8 MSP
3. Approval of minutes from 2018-19 Meeting 15, from May 8 MSP
4. Welcome
  - a. Introductions
  - b. Calendar
    - i. We will not meet in AS building next time. We may be Library room 409, but check agenda for meeting room.
    - ii. We will not meet on Nov. 27, as it's Fall Break
    - iii. Question raised whether we should meet on Dec. 11, since it's the first day of final exams. Danny will check with Senate office
5. Election of liaisons to standing committees reporting to CEPC
  - a. Academic Appeals Committee (AAC) unfilled
  - b. General Education Governing Committee (GEGC): Daniel Whisler
  - c. Graduation Writing Assess. Requirement Committee (GWARC) unfilled
  - d. Grade Appeals Committee (GAC): Laura Forrest
  - e. International Education Committee (IEC): Terrence Graham
  - f. Academic Senate: Danny Paskin



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6. Approval of Annual Reports -> Consent Calendar (First Reading). Between now and next meeting, everyone should read these on Beachboard or email so we can proceed with the second reading next time.
    - a. Academic Appeals Committee (AAC)
    - b. General Education Governing Committee (GEGC)
    - c. Graduate Writing Assessment Committee (GWARC)
    - d. Grade Appeals Committee (GAC)
    - e. International Education Committee (IEC)
  7. Degree Title Change of “Master of Science in Marketing” to “Master of Science in Marketing Analytics” – First Reading (Time Certain: 2:30pm)
    - a. The analytics name matches the program better, due to the number of courses relating to analytics.
    - b. Q: What is the difference between marketing and marketing analytics? A: marketing analytics is a subfield, more related to data side of it.
    - c. Analytics is the name at a lot of similar programs.
    - d. Q: Will this be a different CIP code? A: Yes, and the new code will be STEM approved.
    - e. Q: Previous proposal included social media and digital marketing. Where is that reflected now? A: Marketing Analytics includes social media and digital marketing side.
    - f. Motion to wave first reading and start second reading:
      - i. Q: Are there students in the market prog right now who will want the new CIP code? A: We have to find out if they are eligible.
      - ii. M/S/P Y: 20 N:2
    - g. Second reading:
      - i. Jody: In response to earlier question about CIP code, since there’s not a curriculum change, we can move all the current students into this degree.
      - ii. M/S/P: Unanimous
  8. (New) Master of Science in Sustainability Management and Policy – First Reading (Time Certain: 2:40pm)



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- a. There are not any other programs locally that offer this specific program. High demand for people who have the backgrounds in this proposed degree. There are a lot of scientists who are now working at various agencies and need data management, risk management, etc. to move up at resource mgmt. agencies.
  - b. Q: What will it mean that the students come from different disciplines?
  - c. Q: Format: Proposal says fully face to face, but later, says classes will be hybrid.  
A: It was recommended that we add hybrid, but we will make it consistent in the document.
  - d. Comment: Are you thinking about involving the engineering side, as engineering has some faculty who are doing work in environment engineering?
  - e. Q: Admission criteria: Why would labs not be required, since they need to take general chemistry? A: We might not have the course titles correct. Will either eliminate "labs not required" or change the chemistry requirement.
9. Revising current Policy on Final Course Grade, Grading Procedures, and Final Assessments (Policy 12-03) – First Reading
- a. Jody Cormack: Current policy is problematic because it asks faculty to get medical info from students for catastrophic withdrawal. Need to be clearer on when to give grades. Do we want to standardize rounding in grades? Pluses and minuses issue should be revisited. 21/23 CSUs offer +/-, (LB and Fresno outliers). Some procedures no longer accurate. Need to look at WUs which converts to an F in GPA.
  - b. Discussion about plus and minus policy specifically.
  - c. Q: What is the problem with WUs? A: Not used consistently, variations between WUs, Fs, and Incompletes, and students are uncertain what will happen if they walk away.
  - d. Q: I've never given a WU: why does it exist? A: Identical to F for GPA, but can be different for financial aid etc.
  - e. Comment: Students and faculty do not understand the ramifications. For 698/thesis, often needs to be cleaned up.
  - f. Q: If work isn't completed in one year, does the grade revert automatically? A: Looked at when student graduates.
  - g. Q: New forms Enroll Svcs uses for catastrophic withdrawals: should we look at the forms? A: Form was changed w/Lynn Mahoney's blessing, but now we are having a huge rash of requests for retroactive WE. Also, some 60% or more of



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students say they have mental health issues, but it is not necessarily what we originally thought of as catastrophic. I.e. show us hospital discharge papers. A lot of students want WUs --> WEs.

- h. Comment: There have been so many shifts in policy that we are unclear. There has been some inappropriate advising, and it puts the student and committee in a difficult position. Student should be getting Incomplete if the student is passing.
  - i. Q: Do we have data on the outcomes of WEs? A: Successive semester requests for WE are showing up, so now we are doing hold on advising when they get one.
  - j. Students should be filing for the entire semester, but sometimes may only do one class. Example: If a student breaks a leg and is unable to finish a gym class, but can finish math, that would be a reasonable exception.
  - k. We need clarity on the process of return.
  - l. We had a few questions about what other CSUs do about +/- and rounding up. Danny will research what the other CSUs do.
  - m. Next meeting: we will go through the policy. If you have a substantive amendment, send it to Danny by the Monday before meeting.
10. CEPC member comments on Policy on Online and Hybrid Instruction (proposed as a replacement for current Policy 03-11, Academic Technology and the Mode of Instruction), already on Senate floor.
- a. In a usual year, this would have come to us first, but we were preoccupied with GE/GR last year, so Senate bypassed us and opened it on the floor in the last AS meeting in May. New first reading tomorrow in Senate. AS Chair will let us offer some input.
    - i. Between now and next week, look at the document, send comments to Danny (will not be official recs as we are not voting), but Danny will submit them as "comments from members of CEPC."
    - ii. Summary from Jody: Old doc was 8 years old, but a lot of the terms are outdated. Tech has changed quickly, so purpose of doc is to update terminology on campus. New one clearer. Meant to be more a living document, no longer refers to outdated other policies.
    - iii. Adds more modes of instruction. Some questions about what synchronous/asynchronous means.



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11. Adjournment 3:32pm

*These minutes have not been approved.*

*Respectfully submitted, Chloé Pascual, Secretary*