

**Educational Policies Committee
Meeting Minutes**

Wednesday, March 3, 2021

Status of Minutes: Approved 4/7/21

Attendees

Members Present: L. Becker, D. Choudhary, S. Garrett, N. Golden, K. Grote, B. Lasky, C. Mayberry, Y. Mimura, D. Weingarten, T. Zirakian

Members Absent: M. Alvarez Rojas

Staff: E. Adams, D. Cours, J. Hunter

Guests: R. Angulo-Barroso, K. Baxter, M. Best, N. Dermendjian, R. Espinoza, S. Gandhi, R. Garcia-Torres, A. Glocke, K. Harris, C. Hayashi, K. Henige, J. Izzo, X. Jia, H. Johari, J. Kim, P. Lazarony, K. Luna, R. Maas, N. Martin, D. Mercado, T. Montaña, L. Moody, T. Raymond, S. Rengarajan, B. Ricks, W. Smith, S. Stecyk, E. Sussman, D. Tamalis, J. Wiegley, B. Wu

I. Announcements

- A. D. Weingarten announced that the Credit Hour and GVAR policy recommendations were presented to the Senate Executive Committee on February 25. The policy recommendations will be considered for a first reading at the Faculty Senate meeting on March 11.
- B. E. Adams announced that the Chancellor's Office issued a memo continuing the suspension of the GVAR through Spring 2022.

II. Business

- A. The minutes from 2/17/21 were **MSP approved**.
- B. Program Review Representative
 - 1. L. Becker volunteered to attend the Deaf Studies external review exit meeting on March 29.
- C. B. Lasky reported on Part I of the Central American and Transborder Studies program review final MOU meeting. The draft MOU included 10 commendations and 7-8 recommendations. L. Becker reported that the MOU was finalized during Part II.

- D. D. Weingarten presented a revised draft of the Process for Requesting a Pattern Modification documentation. After brief discussion, it was **MSP approved** with edits to the introduction. The document will be included in the SOPs and posted as a resource on the EPC website.
- E. D. Weingarten shared that the Graduate Studies Committee is adopting the EPC Guidelines for Curricular Consultation and found an inconsistency in the concurrence section when a response is not received after two weeks. E. Adams suggested adding “No Response” as an option. Additional edits were made to the Consultation is Not a Veto section. Revisions to the EPC Guidelines for Curricular Consultation were **MSP approved**. The Curriculum Proposal form will be updated to reflect the new concurrence option.
- F. E. Adams introduced T. Montañó and A. Glocke from the Ethic Studies Academic Council (ESAC) and gave an overview of the proposal package to incorporate the Ethnic Studies/AB 1460 requirement in General Education. The General Education program modification and related revision to the Syllabus Policy were **MSP approved** (see Attachment I). E. Adams said the Senate Executive Committee called a special meeting to review the proposal on March 4, followed by a first reading at Faculty Senate on March 11. Course modifications are forthcoming and will be reviewed later this semester by ESAC, followed by EPC as the approving body.
- G. D. Cours followed-up on the discussion from the last meeting regarding the Internship and Service Learning Policy audit findings. CSUN has separate policies for Internships and Service Learning, both of which need revisions to be compliant with EO 1064. She reviewed background materials and asked for representatives from EPC, colleges and departments with internships to form a subcommittee to draft the revisions. The revised internship policy will also need to be approved by GSC. L. Becker, R. Maas and P. Lazarony volunteered for the subcommittee.
- H. Curriculum proposals on the Consent Calendar were **MSP approved** with the exception of item II.A.3. MSE 304 course modification. (See Attachment II.)
- I. Mike Curb College of Arts, Media, and Communication
Music (Early Implementation Returning from 2/17/21)
New Course
1. MUS 466 – Digital Strategies for the Music Industry (3). **MSP approved** with revisions to the syllabus.
Program Modification
2. Music, B.A. – Music Industry Studies Option. **MSP approved**.

J. College of Science and Mathematics

Mathematics

Course Modifications to Add Graduate Credit

1. MATH 445 – Statistical Foundations to Machine Learning (3). **MSP approved.**
2. MATH 483 – Mathematical Modeling (3). **MSP approved.**

K. College of Engineering and Computer Science

Mechanical Engineering

Course Modifications to Remove Graduate Credit

1. ME 431/L – Machine Design and Manufacturing and Lab (2/1). **MSP approved.**
2. ME 434 – Geometric Dimensioning and Tolerancing (3). **MSP approved.**
3. ME 470 – Thermodynamics II (3). **MSP approved.**
4. ME 482 – Fundamentals of Alternative Energy and Fuel Cell Technology (3). **MSP approved.**
5. ME 483 – Solar, Wind and Geothermal Energy (3). **MSP approved.**
6. ME 484/L – Control of Mechanical Systems and Lab (2/1). **MSP approved.**
7. ME 485 – Introduction to Environmental Engineering (3). **MSP approved.**
8. ME 490 – Fluid Dynamics (3). **MSP approved.**
9. ME 493 – Hydraulics (3). **MSP approved.**

L. Early Implementation General Education Section B2 Program Modifications
College of Engineering and Computer Science

Civil Engineering and Construction Management

1. Civil Engineering, B.S. **MSP approved** with addition of justification for early implementation.
2. Construction Management, B.S. **MSP approved** with addition of justification for early implementation.

Electrical and Computer Engineering

3. Computer Engineering, B.S. **MSP approved** with addition of justification for early implementation.
4. Electrical Engineering, B.S. **Tabled.**

Manufacturing Systems Engineering

5. Engineering Management, B.S. **MSP approved** with revised justification and removal of instructor information from syllabus.
6. Manufacturing Systems Engineering, B.S. **Tabled.**

Mechanical Engineering

7. Mechanical Engineering, B.S. **Tabled.**

M. College of Health and Human Development

Family and Consumer Sciences

New Experimental Topics Course

1. FCS 296A – Introduction to Fashion CAD (3). **MSP approved.**

New Courses

2. FCS 171 – Creative Expression in Fashion (3). **MSP approved.**
3. FCS 306 – Food Safety and Quality Assurance (3). **MSP approved** with revision to syllabus.
4. FCS 400 – Food Chemistry (3). **MSP approved.**
5. FCS 405 – Drug Nutrient Interactions (3). **MSP approved.**

Program Modification (Elevation to Standalone Degree)

6. Family and Consumer Sciences, B.S. – Nutrition, Dietetics and Food Science Option. **MSP approved.**

Meeting adjourned at 4:03 p.m.

Attachment I: Ethnic Studies/AB 1460 Policy Recommendations

General Education

General Education Plan E **G** Required Pattern of Courses

The required pattern of General Education consists of 48 units distributed among these areas:

Subject Area	Units
Section A: English Language Communication and Critical Thinking	
Oral Communication (A1)	3 units
Written Communication (A2)	3 units
Critical Thinking (A3)	3 units
Section B: Scientific Inquiry and Quantitative Reasoning*	
Physical Science (B1)	2-3 units
Life Science (B2)	2-3 units
Science Laboratory Activity (B3)	0-1 unit
<i>Sections B1-3 must total 6 units</i>	
Mathematics/Quantitative Reasoning (B4)	3 units
Scientific Inquiry and Quantitative Reasoning, Upper Division (B5)	3 units
Section C: Arts and Humanities	
Arts (C1)	3 units
Humanities (C2)	3 units
<u>U.S. History (American Institutions) (C3)</u>	<u>3 units</u>
Section D: Social Sciences and U.S. History and Government	
Social Sciences (D1)	6 units
U.S. History (American Institutions) (D2)	3 units
U.S. and California Government (American Institutions) (D3 and D4)	3 units
Section E: Lifelong Learning	3 units
Section F: Comparative Cultural Studies/Gender, Race, Class, and Ethnicity Studies, and Foreign Languages	6 units
Total General Education Units Required	48 units

*Coursework in this section must include one lecture course in each subarea B1, B2 and B4, and one laboratory activity connected to either the B1 or B2 lectures. The laboratory may be embedded in the lecture course or taught as a separate 1-unit course. The total units required for sections B1-3 is 6. In addition, students are required to take an upper division Scientific Inquiry or Quantitative Reasoning course (B5).

AB1460 Ethnic Studies Graduation Requirement

Students are required to take 3-units of coursework designated as meeting the AB1460 Ethnic Studies graduation requirement in order to graduate from CSUN (or any California State University campus).

Upon completion of an ES designated course, students will have met the CSU "area F" requirement and the course will be designated as such on their official transcript.

Information Competence Requirement

Students are required to take Information Competence (IC)-designated courses. Students will progressively acquire information competence skills by developing an understanding of information retrieval tools and practices, as well as improving their ability to evaluate and synthesize information ethically.

Students must take two IC-designated courses, one course in the Basic Skills section and one course in the Subject Explorations section.

Basic Skills (9 units, Section A and 3 units, Section B)

Basic Skills coursework provides students with the knowledge and abilities that they will find useful and necessary for other GE and University courses and in their pursuits after graduation. These fundamental courses in **Oral Communication, Written Communication, Critical Thinking, and Mathematics/Quantitative Reasoning** will teach students how to read to understand and write about complex topics, how to distinguish correct from faulty reasoning, how to study and appreciate mathematical ideas and quantitative reasoning, and how to make public presentations of their own thoughts and research. Students must complete this section within their first 60 units. One course in this section must include the Information Competence (IC) designation. Students must earn a "C-" or better grade in all four courses in order to satisfy the GE Basic Skills requirement. See the [Basic Skills Policy](#) for more information.

Subject Explorations (29 units)

Subject Explorations coursework provides courses in Scientific Inquiry and Quantitative Reasoning; Art and Humanities; Social Sciences; Lifelong Learning; and Comparative Cultural Studies/Gender, Race, Class, and Ethnicity Studies, and Foreign Languages. At least one course taken to fulfill Subject Explorations must be designated as an IC course.

Scientific Inquiry and Quantitative Reasoning (12 units, Section B)

Scientific inquiry coursework provides students with a fundamental knowledge in the sciences, an understanding of how scientific knowledge moves forward using the scientific method, and an understanding of the role of science in a world that is increasingly reliant on scientific and technological advances.

Coursework in this section must include one lecture course in each subarea—B1, B2 and B4, and one laboratory activity connected to either the B1 or B2 lectures. Students must also take one B5 course.

Arts and Humanities (6 9 units, Section C)

Arts and Humanities coursework helps students to appreciate the rich history and diversity of human knowledge, discourse and achievements of their own and other cultures as they are expressed in the arts, literatures, religions and philosophy.

Coursework in this section must include one course in each subarea—C1, the arts, and C2, humanities, and C3, U.S. History/American Institutions. One Section C course may count toward the upper division GE requirement.

Social Sciences and U.S. History and Government (12 9 units, Section D)

Social Science coursework will give students an understanding of the behavior of humans as we relate to each other, to ourselves and to our environments as we create the structures and values that govern our lives in the present and through time. These courses will give students an appreciation of the areas of learning concerned with human thought and an understanding of the nature, scope and limits of social-scientific study.

Students are required to take 6 units in D1 (Social Sciences), 3 units in D2 (U.S. History/American Institutions), and 3 units in D3/D4 (U.S. and California Government/American Institutions).

One Social Sciences Section D course may count toward the upper division GE requirement.

Lifelong Learning (3 units, Section E)

Lifelong Learning coursework encourages students to develop an appreciation for the importance of the continued acquisition of new and diverse knowledge and skills, and offers opportunities to integrate personal, professional, and social aspects of life.

Upper division Lifelong Learning courses can be used to satisfy the Section E requirement but not the upper division GE requirement.

Comparative Cultural Studies/Gender, Race, Class, and Ethnicity Studies, and Foreign Languages (6 units, Section F)

Comparative Cultural Studies coursework provides students with an introduction to the cultures and languages of other nations and peoples, the contributions and perspectives of cultures other than their own, and how gender is viewed in these cultures. Courses in this section will be referred to in this Catalog with the abbreviated phrase Comparative Cultural Studies.

Up to 6 units of Section F may be used to fulfill the upper division GE requirement.

General Education Rules

Upper Division General Education (UDGE) (9 Units)

General Education coursework at the 300-level or above must be selected from Scientific Inquiry and Quantitative Reasoning (B5), and Arts and Humanities (C1, or C2, or C3), Social Sciences (D1, D2, or D3/4) and/or Comparative Cultural Studies/Gender, Race, Class, and Ethnicity Studies, and Foreign Languages (F). Students must take 3 units in Section B5 (Scientific Inquiry and Quantitative Reasoning) and 6 units from Sections C, D, and F with no more than 3 units from Section C or Section D. UDGE courses (300-level and above) are not to be taken sooner than the semester in which junior standing (60 units) is achieved. Students enrolling in upper-division GE courses shall have completed required lower-division GE courses in written communication, oral communication, critical thinking, and mathematics/quantitative reasoning.

Writing Intensive (WI) Requirement

All upper division GE courses are designated Writing Intensive (WI). Therefore, the WI requirement will be satisfied by meeting the upper division General Education requirement. Writing Intensive courses require students to complete writing assignments totaling a minimum of 2,500 words.

General Education Residency Requirement

Students must complete a minimum of 9 units of General Education in residence at a California State University campus at the upper division level.

Grading Method Requirement

Students may not take courses on a Credit/No Credit basis to fulfill GE requirements. Refer to the Policies and Procedures section on [Credit/No Credit](#) for all restrictions on this basis of grading.

Additional General Education Rules

- A student may count for GE credit any GE course that counts for major credit.
- Changes or substitutions to GE that are specific to particular majors are listed in the [General Education Pattern Modifications](#) section or may be listed in the description of the major program. An academic advisor in the major should be consulted regarding these changes.
- Courses taken to fulfill a particular GE requirement will continue to count for GE credit even after a student changes major. However, once a student changes the major, the student is responsible for fulfilling the GE requirements in the areas of GE that have not been completed.
- Students must earn a “C-” or better grade in the four [basic skills](#) courses (Oral Communication, Written Communication, Critical Thinking, and Mathematics/Quantitative Reasoning).

Requirements for Transfer Students

Transfer students can meet CSUN GE requirements by completing a General Education Certification* plan at a California Community College and 9 units of upper division GE coursework at CSUN after transfer, or by completing the General Education program at CSUN, which includes the following areas of study: Basic Skills, Subject Explorations (which include Scientific Inquiry and Quantitative Reasoning; Arts and Humanities; Social Sciences; U.S. History and Government; Lifelong Learning; and Comparative Cultural Studies/Gender, Race, Class, and Ethnicity Studies, and Foreign Languages).

Students starting CSUN as upper division transfer students must also meet a 3-unit CSUN requirement in Comparative Cultural Studies/Gender, Race, Class, and Ethnicity Studies, and Foreign Languages. This requirement can be met through transfer credit evaluation or the completion of an appropriate CSUN upper division GE course designated as a Comparative Cultural Studies course. ADT students may be required to complete upper-division Section F courses only if those courses are already specified in the 60 units of baccalaureate-completion requirements for the ADT-to-bachelor’s degree.

Students whose transfer record does not include an articulated AB1460 Ethnic Studies graduation requirement course must take a course designated as meeting that requirement prior to graduation.

*Students who may be eligible for IGETC or CSU General Education certification are urged to consult with their community college counselor about this process, preferably in advance of their transfer.

General Education Student Learning Outcomes Designations

10. Information Competence (Campus GE Designation IC)

Goal: Students will progressively develop information competence skills throughout their undergraduate career by developing a basic understanding of information retrieval tools and practices, as well as improving their ability to evaluate and synthesize information ethically.

Student Learning Outcomes

Students will:

1. Determine the nature and extent of information needed.
2. Demonstrate effective search strategies for finding information using a variety of sources and methods.
3. Locate, retrieve and evaluate a variety of relevant information, including print and electronic formats.
4. Organize and synthesize information in order to communicate effectively.
5. Explain the legal and ethical dimensions of the use of information.

11. Writing Intensive (Campus GE Designation WI)

Goal: Students will develop their abilities to express themselves and the knowledge they have obtained through practicing various forms of writing within different disciplinary contexts. Writing intensive courses will build upon the skills gained in the Written Communication section of Basic Skills. In each WI course, students will be required to complete writing assignments totaling a minimum of 2,500 words.

Student Learning Outcomes

Students will:

1. Develop and clearly define their ideas through writing.
2. Ethically integrate sources of various kinds into their writing.
3. Compose texts through drafting, revising and completing a finished product.
4. Express themselves through their writing by posing questions, making original claims and coherently structuring complex ideas.
5. Revise their writing for greater cogency and clarity.
6. Utilize adopted communication modes and documentation styles of specific disciplines (MLA, APA, Chicago, CBE, etc.) where appropriate.

12. AB1460 Ethnic Studies Graduation Requirement (Campus Designation: ES)

Each course meeting the Ethnic Studies requirement must fulfill a minimum of three out of the following five learning objectives as appropriate to their lower- or upper-division status.

These learning objectives must be used in addition to any learning objectives and criteria established and required by each campus' Ethnic Studies department/unit/program (as traditionally defined) faculty for all courses meeting the CSU Ethnic Studies graduation requirement:

Student Learning Outcomes

Students will:

1. Analyze and articulate concepts such as race and racism, racialization, ethnicity, equity, ethno-centrism, eurocentrism, white supremacy, self-determination, liberation, decolonization, sovereignty, imperialism, settler colonialism, and anti-racism as analyzed in any one or more of the following: Native American Studies, African American Studies, Asian American Studies, and Latina and Latino American Studies.
2. Apply theory and knowledge produced by Native American, African American, Asian American, and/or Latina and Latino American communities to describe the critical events, histories, cultures, intellectual traditions, contributions, lived-experiences and social struggles of those groups with a particular emphasis on agency and group-affirmation.
3. Critically analyze the intersection of race and racism as they relate to class, gender, sexuality, religion, spirituality, national origin, immigration status, ability, tribal citizenship, sovereignty, language, and/or age in Native American, African American, Asian American, and/or Latina and Latino American communities.
4. Explain and critically review how struggle, resistance, racial and social justice, solidarity, and liberation, as experienced, enacted, and studied by Native Americans, African Americans, Asian Americans and/or Latina and Latino Americans are relevant to current and structural issues such as communal, national, international, and transnational politics as, for example, in immigration, reparations, settler-colonialism, multiculturalism, language policies.
5. Describe and actively engage with anti-racist and anti-colonial issues and the practices and movements in Native American, African American, Asian American and/or Latina and Latino communities to build a just and equitable society.

Under Courses: New Tab AB1460 Ethnic Studies Graduate Requirement

AB1460 Ethnic Studies Graduation Ethnic Studies/AB 1460 Requirement

Students are required to take 3-units of coursework meeting the AB1460 Ethnic Studies graduation Ethnic Studies/AB1460 (ES) requirement in order to graduate from CSUN (or any California State University campus).

Upon completion of an ES designated course, students will have met the CSU "area F" requirement and the course will be designated as such on their official transcript.

Students are required to take one course that meets the AB1460 Ethnic Studies graduation requirement prior to graduation from any CSU campus. Courses with this designation will be noted on the student's transcript as meeting the CSU Chancellor Office's "area F" requirement.

List of courses:

Syllabus Policy (Revised)

To better inform students about the requirements, content, and methodology of the university's curricula, all faculty teaching classes will distribute a written syllabus to each student in the class and/or post it online no later than the first class meeting.

The written syllabus must be readily printable as a single document, and must contain the following information:

1. Course description.
2. Course objective(s) or student learning outcomes.
3. A brief list or summary of topics or projects covered.
4. Course requirements, including methods of evaluation and tentative due dates for major assignments and/or exams.
5. Grading criteria including whether the plus/minus system will be used.
6. Contact information, including:
 - a. Instructor's name.
 - b. Office hours and location.
 - c. CSUN email address.
 - d. Campus phone number if applicable.
7. If the syllabus is revised after the first class meeting, date(s) of revision(s).

For a General Education course, the syllabus must list the relevant Student Learning Outcomes of the General Education section in which it resides.

For a Writing Intensive course—that is, an upper-division General Education course—the syllabus must list the Writing Intensive Student Learning Outcomes.

If the course satisfies the Information Competence requirement, the syllabus must list the Student Learning Outcomes for Information Competence.

If the course satisfies the AB1460 Ethnic Studies requirement, the syllabus must list the Student Learning Outcomes for the AB1460 Ethnic Studies requirement.

Attachment II: Consent Calendar

Some curriculum proposals will be moved onto a “consent calendar” on the agenda. The purpose of the consent calendar will be to expedite items deemed to be minor and non-controversial. The Chair of EPC will move items onto the consent calendar in consultation with the Executive Secretary of the Committee. All of these items will remain available for review by all EPC members and any EPC member may remove an item from the consent calendar at any time prior to or during the meeting at which the item is to be considered. Items on the consent calendar will be acted upon as a single item. (EPC Standard Operating Procedures, page 3.)

I. Early Implementation

A. College of Science and Mathematics

Biology

New Course (Previously Approved by Academic Affairs Council)

Returning from 10/2/19 and 2/17/21

1. BIOL 218/L – Microbes and People and Lab (2/1)

Proposed for GE Section B2 Life Science and B3 Science Laboratory Activity

B. College of Social and Behavioral Sciences

Geography and Environmental Studies

New Courses (Previously Approved by Academic Affairs Council)

Returning from 11/6/19 and 2/17/21

1. GEOG 101A/AL – The Physical Environment and Lab (2/1)

Proposed for GE Section B1 Physical Science and B3 Science Laboratory Activity

2. GEOG 103A/AL – Weather and Lab (2/1)

Proposed for GE Section B1 Physical Science and B3 Science Laboratory Activity

C. Mike Curb College of Arts, Media, and Communication

Music

Program Modification

Returning from 2/17/21

1. Music, B.M. – Jazz Studies Option

D. College of Health and Human Development

Kinesiology

Course Modifications

1. KIN 300 – Foundations and Analysis of Human Movement (3)

Change course description and requisites

2. KIN 337/L – Prevention and Care of Athletic Injuries and Lab (3/1)

Change course description and requisites

Program Modifications

3. Kinesiology, B.S. – Applied Fitness and Active Lifestyle Development Option
4. Kinesiology, B.S. – Exercise Science Option
5. Kinesiology, B.S. – Physical Education Option
6. Kinesiology, B.S. – Sport Studies Option

Recreation and Tourism Management

**Program Modification (Previously Approved by Academic Affairs Council)
Returning from 2/17/21**

7. Tourism, Hospitality, and Recreation Management, B.S.
Pattern Modification to count RTM 403 in B5 Scientific Inquiry and Quantitative Reasoning

II. Regular Implementation

A. College of Engineering and Computer Science

**Civil Engineering and Construction Management
Course Modification**

1. CE 315/L – Construction Engineering and Lab (2/1)
Change course description and requisites

Manufacturing Systems Engineering

Course Modifications

2. MSE 248/L – Engineering CAD and Graphics and Lab (2/1)
Change course description and requisites
3. ~~MSE 304 – Engineering Economic Analysis (3)~~ **Tabled**
~~*Demonstrate course meets WI SLOs*~~
4. MSE 402 – Engineering Project Management (3)
Change course description and requisites
5. MSE 406 – Engineering Cost Analysis (3)
Change course description and requisites

B. College of Health and Human Development

Family and Consumer Sciences

Course Modifications

1. FCS 302 – Food Product Development and Quality Assurance (2)
Change course title, short title and description
2. FCS 304 – Food Service Production (2)
Change course description
3. FCS 321/L – Contemporary Issues in Foods and Nutrition and Lab (2/1)
Change short title and description
4. FCS 401/L – Food Chemistry and Analysis and Lab (2/1)
Change title, short title, description and requisites

5. FCS 404/L – Food Service System Management and Lab (2/1)
Change course description
6. FCS 608 – Sports Nutrition (3)
Change course number to 481, course level, description and requisites

Recreation and Tourism Management

Course Modification

7. RTM 278 – Recreation and Leisure in Contemporary Society (3)
Change course title, short title and description