To: Norbert Schürer, Chair, Academic Senate, CSULB

From: Neil Hultgren, Chair, Curriculum and Educational Policies Council

Date: 8 May 2018

**Annual Report of the Curriculum and Educational Policies Council, 2017-18**

**ACTIVITIES COMPLETED DURING ACADEMIC YEAR 2017-18**

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

1. Create a new Master of Arts degree in International Affairs from the College of Liberal Arts and the College of Continuing and Professional Education. Recommended to the senate on September 13, 2017. Subsequently tabled by Academic Senate Executive Board because it had not cleared the relevant college committee.
2. Create a new Post-Baccalaureate Business Analytics Certificate in the College of Business Administration. Recommended to the senate on October 11, 2017.
3. Create a new Bachelor of Fine Arts degree in Acting in the Department of Theatre Arts. Recommended to the senate on October 25, 2017.
4. Create a new Bachelor of Arts degree in Biochemistry in the Department of Chemistry and Biochemistry. Recommended to the senate on November 8, 2017.
5. Create a new Minor in Supply Chain Management in the Department of Management and Human Resource Management. Recommended to the senate on December 13, 2017.
6. Create a new Bachelor of Arts degree in Public Relations in the Department of Journalism and Public Relations. Recommended to the senate on December 13, 2017.
7. Review of implementation proposal for a Master of Science degree in Athletic Training from the Department of Kinesiology. Recommended to the senate on February 14, 2018.
8. Create a new Minor in Graphic Design in the School of Art. Recommended to the senate on February 14, 2018.
9. Create a new Post-Masters Nurse Practitioner Certificate for Currently Practicing Nurse Practitioners in the School of Nursing. Recommended to the senate on February 14, 2018.
10. Create a new Bachelor of Arts degree in Spanish Option II: Interdisciplinary Studies in the Department of Romance, German, Russian Languages and Literatures. Recommended to the senate on February 28, 2018.
11. Create a new Master of Arts in Human Experience Design Interaction in the Department of Design. Recommended to the senate on February 28, 2018.
12. Create a new Minor in Social Justice (partially proposed by the Departments of Philosophy and Women’s, Gender, and Sexuality Studies, but housed in the College of Liberal Arts instead of a department). Recommended to the senate on April 11, 2018.
13. Create a new Post-Baccalaureate Certificate in Geography and Security in the Department of Geography. Recommended to the senate on April 25, 2018.

**Revisions to charges of committees and councils**

None

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

1. Revision to Policy on Graduate Studies 700 (GS 700), Policy Statement 05-08. Approved and recommended to the senate on October 11, 2017.

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

1. Academic Appeals Committee – No report received.
2. University Grade Appeals Committee – No report received.
3. International Education Committee – No report received.
4. Educator Preparation Committee – Reviewed and accepted on 27 September 2017.
5. University Library Committee – No report received.
6. General Education Governing Committee – Reviewed and accepted 11 October 2017.
7. Graduation Writing Assessment Requirement Committee – Although we did not receive a report, GWAR Committee Chair Rebekha Abbuhl introduced four GWAR proposals to the council on 13 December 2017. Writing Across the Curriculum Director John Scenters-Zapico also introduced one of these four proposals, the “WAC Alternative,” to the council on February 28, 2018.

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

1. Academic Senate – Neil Hultgren – 13 September 2017.
2. Academic Appeals Committee – Jessica Pandya – 13 September 2017.
3. University Grade Appeals Committee – Catherine Cummins and Lilia Meltzer – 11 October 2017.
4. Graduation Writing Assessment Requirement Committee – Henry O’Lawrence – 27 September 2017.
5. International Education Committee– Terrence Graham – 13 September 2017.
6. Educator Preparation Committee – Shametrice Davis (fall) – 14 September 2017, Laura Forrest (spring) – 14 February 2018.
7. General Education Governing Committee – Danny Paskin – 13 September 2017. Jody Cormack, Neil Hultgren, and Marshall Thomas also served as informal liaisons at certain points during the academic year.
8. University Library Committee – Chloe Pascual (fall) – 13 September 2017, position vacant in spring 2018 because the committee is on hiatus.

**General Education Course List Supplements**

1. Approved Supplement 80 on 11 October 2017.
2. Approved Supplement 81 on 13 December 2017.
3. Approved Supplement 82 on 14 March 2018.

**Course Approvals**

None for this academic year.

**General Overview**

In comparison with the previous years, 2017-18 was a lighter year in terms of approving new academic programs, reviewing policy, and reviewing courses. Given the release of EO 1100 just before the start of the school year, however, CEPC devoted significant time—some part of almost every meeting—discussing the drafting of a new GE policy and the processes that should inform the drafting of this policy. The CEPC chair and/or CEPC members have worked on the following documents or participated in the following meetings:

Documents:

1. Memorandum of October 18, 2017 regarding a Request for Moratorium and for reinterpretation of GE policy Category B language.
2. Memorandum of December 13, 2017 regarding a Request for reinterpretation of GE Policy pre-requisite course language.

Meetings:

1. October 23, 2017 meeting including members of CEPC, GEGC, and Academic Senate Acting Chair Jessica Pandya
2. January 30, 2018 GE Forum Planning Retreat
3. April 2, 2018 GE Survey Discussion Meeting
4. April 3, 2018 GE Forum #1
5. April 6, 2018 GE Forum #2
6. April 10, 2018 GE Forum #3
7. April 24, 2018 Student GE Town Hall managed by ASI

**Unfinished Business**

1. Proposal for a Minor in Design History and Theory in the Department of Design.
2. Revisions to the Policy on Departmentalization Procedures, Policy Statement 95-19. These revisions are ongoing and are focused on clarifying the procedures in the policy and providing a definition of what constitutes a program as an academic unit.
3. Revisions to the Policy on Final Course Grades, Grading Procedures, and Final Assessments, Policy Statement 12-03. This policy will need to be revised in tandem with the work that AVP of Undergraduate Studies Kerry Johnson has been leading on the revision of the procedure for catastrophic (or “special”) withdrawals. This agenda item emerged during AVP Johnson’s presentation to the council during our meeting on April 25, 2018.
4. Revisions to the Policy on General Education, Policy Statement 12-00. Planning for these revisions started due to the Chancellor’s Office mandate in EO 1100 and has been in progress since CEPC’s first meeting in September 2017.

**Concerns / Queries / Comments**

1. As in the past years, it remains difficult to locate annual reports from the various committees that report to CEPC and to encourage the committee chairs to write and submit the reports.

2. This was a great year in terms of involvement from ASI. Jordan Doering attended regularly for the entire academic year, participated regularly, and also ran the ASI Town Hall on general education that took place on April 24, 2018. Christiana Koch also attended regularly and contributed during the fall semester. Interim Vice Provost and Dean of Graduate Studies Jody Cormack has provided support, guidance, and leadership, as has Academic Senate Chair Norbert Schürer, who attended all CEPC meetings since he returned to the university from his medical leave in January. Academic Senate Vice-Chair and CEPC member Jessica Pandya should also be commended for the great work she did—especially in collaboration with CEPC—while she was Acting Chair of the Academic Senate.

3. As we move forward with the revision of the Policy on General Education, Policy Statement 12-00, I recommend an examination of the charges of both GEGC and CEPC in light of what the charges have to say about the process of revising and writing policy. Some of the difficulties CEPC has faced during this academic year have stemmed from assumptions not based on the charges.

4. Could the Academic Senate Executive Committee look into questions surrounding the housing of different degrees, minors, and certificates in different kinds of academic units? The Social Justice Minor from the College of Liberal Arts, while a very promising new minor, is entirely housed in the College of Liberal Arts. This situation was new for CEPC, and it remains unclear how decisions are made about where to house minors or certificates when chairs from specific departments are listed on the proposals received by CEPC but are themselves not ultimately responsible for a certificate, minor, or degree. In addition, minors, certificates, and degrees housed in colleges essentially skip one level of review in the curriculum process, thus limiting faculty consultation. If CSULB persists in the creation of degrees, certificates, or minors housed simply in colleges (and not in departments or programs), it would be helpful to have a clearer procedure that ensures greater faculty participation in the curricular process.