To: Norbert Schürer, incoming Chair, Academic Senate CSULB

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

Date: 9 May 2017

**Annual Report of the Curriculum and Educational Policies Council, 2016-17**

**ACTIVITIES COMPLETED DURING ACADEMIC YEAR 2016-17**

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

1. Discontinuance of the Designated Subjects Credential in Adult Education from the College of Education. Recommended to the senate on September 14, 2016.
2. Name change of the Department of Journalism and Mass Communication to the Department of Journalism and Public Relations. Recommended to the senate on September 14, 2016.
3. Create a new Minor in Cambodian (Khmer) Language and Culture in the Department of Asian and Asian-American Studies. Recommended to the senate on September 28, 2016.
4. Create a new Master of Science Degree in Finance in the College of Business Administration. Recommended to the senate on September 28, 2016.
5. Discontinuance of the Master of Arts Degree in Family and Consumer Sciences. Recommended to the senate on September 28, 2016.
6. Discontinuance of the Bachelor of Science in Engineering, Option in Biomedical and Clinical Engineering. Recommended to the senate on September 28, 2016.
7. Create a new Minor in Cyber Security Applications from the College of Engineering. Recommended to the senate on October 26, 2016.
8. Create a new Certificate in French Language Proficiency in the French & Francophone Studies Program within the Department of Romance, German, Russian Languages and Literatures. Recommended to the senate on February 8, 2017.
9. Create a new Certificate in Italian Language Proficiency within the Department of Romance, German, Russian Languages and Literatures. Recommended to the senate on February 8, 2017.
10. Create a new Minor in Art History in the School of Art. Recommended to the senate on February 8, 2017.
11. Create a new Certificate in Professional and Conversational Competence for Spanish Heritage Speakers within the Department of Romance, German, Russian Languages and Literatures. Recommended to the senate on February 22, 2017.
12. Create a new Minor in Ceramics in the School of Art. Recommended to the senate on February 22, 2017.
13. Create a new Minor in Photography in the School of Art. Recommended to the senate on February 22, 2017.
14. Create a new Minor in Printmaking in the School of Art. Recommended to the senate on February 22, 2017.
15. Create a new Minor in Sculpture in the School of Art. Recommended to the senate on February 22, 2017.
16. Create a new Master of Science Degree in Marketing from the College of Business Administration. Recommended to the senate on Wednesday, March 8, 2017.
17. Create a new Master of Science Degree in Chemical Engineering from the College of Engineering. Recommended to the senate on Wednesday, March 22, 2017.

**Revisions to charges of committees and councils**

None

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

1. Revision to Class Scheduling Policy, Policy Statement 99-24. Approved and recommended to the senate on October 12, 2016.
2. Revision to Course Syllabi and Standard Course Outlines Policy, Policy Statement 11-07. Approved and recommended to the senate on April 12, 2017.
3. Revision to Attendance Policy, Policy Statement 01-01. Approved and recommended to the senate on April 26, 2017.

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

1. Academic Appeals Committee – No report received.
2. University Grade Appeals Committee – Received two oral reports, but no formal report was received.
3. International Education Committee – No report received.
4. Educator Preparation Committee – No report received.
5. University Library Committee – No report received.
6. General Education Governing Committee – Reviewed and accepted 14 September 2015.
7. Graduation Writing Assessment Requirement Committee – No report received.

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

1. Academic Senate – Neil Hultgren – 14 September 2016.
2. Academic Appeals Committee – Donna Green (fall) – 14 September 2016, Jessica Pandya (spring) – February 8, 2017.
3. University Grade Appeals Committee – Christine Jocoy – 14 September 2016.
4. Graduation Writing Assessment Requirement Committee – vacant
5. International Education Committee– Terrence Graham – 14 September 2016.
6. Educator Preparation Committee – Shametrice Davis – 14 September 2016.
7. General Education Governing Committee – Danny Paskin (fall) – 14 September 2016, Huy Le (spring) – 8 February 2017.
8. University Library Committee – Khue Duong – 28 September 2016.

**General Education Course List Supplements**

1. Approved Supplement 78 on 28 September 2016.
2. Approved Supplement 79 on 22 February 2017.

**Course Approvals**

* 1. Course change for UNIV 150: Research Career Exploration, brought to CEPC by BUILD program faculty from the College of Natural Sciences and Mathematics. Approved and recommended to GEGC on 26 October 2016. The course was subsequently approved by GEGC.
  2. New course: UNIV 295: BUILD Learning Community Seminar, brought to CEPC by BUILD program faculty from the College of Natural Sciences and Mathematics. Approved on 26 October 2016.
  3. New course: UNIV 395: BUILD Learning Community Seminar, brought to CEPC by BUILD program faculty from the College of Natural Sciences and Mathematics. Approved on 26 October 2016.
  4. New course: UNIV 495: BUILD Learning Community Seminar, brought to CEPC by BUILD program faculty from the College of Natural Sciences and Mathematics. Approved on 26 October 2016.

**General Overview**

We reviewed discontinuances, name changes to existing programs, and new program requests and eventually recommended all to the senate for approval. We also revised three senate policy statements, the last of which we are currently sending on to the senate.

**Unfinished Business**

* + - * 1. None.

**Concerns / Queries / Comments**

1. There are currently no guidelines for UNIV courses, the approval of which falls under CEPC’s purview. Also, the relationship between UNIV courses and the BUILD program continues to be perplexing from the CEPC’s point of view. More administrative input and senate input about UNIV course guidelines would be helpful for both CEPC and for the GEGC.

2. It has been difficult to locate annual reports of the various committees that report to CEPC and to encourage the committee chairs to write and submit the reports.

3. The discussions of the syllabus policy and the attendance policy revealed that many CEPC members were not aware of university guidelines around mandatory reporting of discrimination and harassment. Council members also learned a lot about how to handle students with disabilities or chronic illnesses. While we couldn’t include detailed procedural information in the policies that we revised, we did conclude that faculty, administrators, and students would benefit from additional outreach and education in these areas.

4. This was a good year for involvement from ASI. In contrast to the previous year, two representatives from ASI attended regularly: Monique Harris and Huy Le.