



EDUCATIONAL POLICY COMMITTEE

Approved

MINUTES OF MEETING: October 28, 2013

PRESENT: M. Garcia, J. Garrett, T. Kim, A. McMills, J. Momand, C. Salas, M. Soldatenko, S. Wells, J. Xing

EXCUSED ABSENCE: J. Christensen, T. Omidisalar

1. **Call to Order**

2.1 M. Garcia, Chair, called the meeting to order.

2. **Announcements**

2.1 None

3. **Intent to Raise Questions**

3.1 None

4. **Liaison Reports**

4.1 EXEC – M. Soldatenko

No AAS, AIRS, CURR, GES, LIB, PR

5. **Approval of the Agenda**

M/s/p to approve.

6. **Approval of the Minutes**

M/s/p to approve.

7. **Curricular Items**

7.1 **Actions Reported by the Executive Secretary**

None

7.2 **Actions Reported by the Charter College of Education**

None

8. **Semester Conversion**

The EPC Committee began discussing the timeline. All course proposals from the Colleges must be submitted to the Office of Undergraduate Studies by October 10, 2014 to be considered for inclusion in the catalog. M. Soldatenko will inform the EXEC Committee of the deadline. M. Garcia will draft a message and email to committee members for review. The committee members also want to create a list of requirements to help colleges meet the timeline.

9. **GE Conversion**

This item was not discussed.

10. **ACIP Representative**

M. Garcia reported that the campus representative to the Academic Council on International Programs is on sabbatical this year and Academic Senate has asked EPC to find someone who can serve as an alternate. M. Garcia will check her old files for the list of ACIP applicants and J. Xing agreed to check the files in UGS.

11. **Online/Hybrid Compliance Policy**

J. Xing reported that only two of the 12 online/hybrid courses were out of compliance. The EPC Committee does not have authority to enforce compliance but can send a reminder out to colleges about the policy.

12. **SharePoint for Curricular Items**

UGS reported that a SharePoint site has been created for the EPC Committee. The committee members will be able to access curricular items to review before each meeting. C.Pugh will send out an email to committee members after curricular items have been uploaded.

13. **Accounting Department Academic Honesty Policy**

The Committee members suggested the policy be forwarded to the Student Policy Committee. They did not feel that EPC should approve department level policies. M. Garcia will contact Leticia Gomez (Judicial Affairs) for her opinion on this matter.

14. **Adjournment**

The meeting was adjourned at 3:32 pm.