



**EDUCATIONAL POLICY COMMITTEE**

**APPROVED**

**MINUTES OF MEETING:** April 12, 2017

**PRESENT:** P. Arvedson, K. Baaske, E. Dang, A. Ellis, M. Finney, D Finocchiaro, Michelle Hawley,  
A. Jamehbozorg, R. Joseph, A. McCurdy

**EXCUSED ABSENCE:** T. Bettcher, M. Germano, L. Greenberg

1. **Call to Order**

P. Arvedson, Chair called the meeting to order.

2. **Announcements**

**D. Finocchiaro:** There will be faculty training regarding GE's Academic Requirements, CAAR, and other topics:

- Tuesday, May 2, 3:00 pm – 4:15 pm in KH C2092
- Friday, May 5, 10:00 am – 11:30 am in ET A220
- Friday, May 5, 3:00 pm – 4:15 pm in ET A220

**K. Baaske:**

Nominees for Cal State LA Senator At-Large (3-year term) were requested from each College. The Senate did not receive nominees from B&E, Xu College of HHS, ECST and Library/Counselors. If the committee members know someone who would be a good candidate from one of these colleges please forward their names to the Academic Senate Office or K. Baaske.

**M. Hawley:**

1. EAB goes live May 1<sup>st</sup>.

2. Advisor Institute this Friday, April 4th from 9:00am – 12:30pm in the GE Ballroom.

- Vice Provost Enders will give an update on our E-advising efforts.
- Coordinator Luz Borjon will discuss how to support our undocumented students and Dr. Jennifer Miller will present on food insecurity initiatives.
- Directors Becky Hopkins and Frances Hidalgo will facilitate a focused group discussion on the changes Cal State LA has seen in the last year.

3. **Intent to Raise Questions**

**P. Arvedson:**

Would the committee be interested in revisiting the Benchmark Enrollment Policy? It was m/s/p to approve revisiting the Benchmark Enrollment policy.

4. **Liaison Reports**

Academic Advisement Subcommittee – (D. Finocchiaro) Did not meet  
Academic Information Resources Subcommittee – (A. Jamehbozorg) Yes  
Curriculum Subcommittee – (T. Bettcher) Did not meet  
Executive Committee – (K. Baaske) Yes  
General Education Subcommittee – (M. Finney) Yes  
Library Subcommittee – (L. Greenberg) Did not meet  
Program Review Subcommittee – (M. Germano) Yes

5. **Approval of the Agenda**

It was m/s/p to approve amended agenda by adding Benchmark Enrollment Policy as new item #8, Syllabus Policy as new item #11 and Low Enrollment Course Cancellation Policy as new item #12.

6. **Approval of the Minutes**  
It was m/s/p to approve the minutes.
7. **Curricular Items**  
It was m/s (McCurdy) to reflect the items Reported by the Executive Secretary in the minutes.  
It was m/s (Baaske) to reflect the items in the Charter College of Education in the minutes.
8. **Benchmark Enrollments Policy, \*EPC 16-01**  
The committee discussed comments from the Associate Deans and colleges regarding this policy and made additional edits.  
A Time Certain with M. Caldwell is scheduled for April 26<sup>th</sup> from 2:00 pm – 2:15 pm.
9. **Missed Class Time and Makeup Policy, \*EPC 16-05**  
The committee did not discuss this item.
10. **Requirements for Additional Master’s Degree or for an Additional Option within a Master’s Degree, \*EPC 16-14**  
The committee did not discuss this item.
11. **Syllabus Policy**  
The committee did not discuss this item.
12. **Low Enrollment Course Cancellation Policy**  
The committee did not discuss this item.
13. **Adjournment**  
P. Arvedson adjourned the meeting at 2:55 pm.

Actions Reported by the Executive Secretary		
Name	Proposal Title	Proposal Type
ART2090_OCT2016_MOD.docx	Perspectives on Art and Cultural Diversity	Course Modification
ART3170_OCT2016_MOD.docx	Visual Arts in Urban Contexts	Course Modification
ART3560_OCT2016_MOD.docx	Written Expression in Arts	Course Modification
ART3100_OCT2016_MOD	Portfolio for Fashion, Fiber and Materials	Course Modification
BIOL 4530.doc	Ichthyology (Ichthyology)	New Course
BIOL 5950	Biotechnology Internship	Course Modification
CHEM1040_112016_MOD.docx	General Chemistry for Engineers	Course Modification
CHEM1100_112016_MOD	General Chemistry I	Course Modification
MS Criminalistics program Modification 2.14.17.doc	MS in Criminalistics	Program Modification
ECST Objection.docx	ECST Objection	Reference Material
Response to Eng Obj-2.docx	Response to Eng Obj	Reference Material
BS Electrical Engineering_Q2S_122 022417 v2	BS in Electrical Engineering	Program Modification
JAPN1001_NOV2016_MOD.docx	Elementary Japanese I	Course Modification
JAPN1011_NOV2016_NEW.docx	Elementary Japanese I: Online Supplement	New Course

JOUR4950_JAN2017_NEW.docx	Sports Broadcasting	New Course
Minor LAS_Fall 2016_double counting.docx	Minor in LAS	Reference Material
LBS4050_NOV2016_MOD.docx	Race, Class, and Gender in the Classroom	Course Modification
LBS4060_NOV2016_NEW.docx	Service Learning in Educational Settings	New Course
ME2040	Mechanical Measurements and Instrumentation	Course Modification
ME2120	Matrix Algebra and Statistics for Engineers	Course Modification
ME2800	Numerical Methods for Engineers I	Course Modification
ME3040	Experimental Methods in Biomechanical Engineering	Course Modification
ME3060	Heat Transfer I	Course Modification
ME3120	Strength of Materials Laboratory I	Course Modification
ME3130	Fluid Mechanics Laboratory	Course Modification
ME3140	Thermal Systems Laboratory I	Course Modification
ME3150	Kinematics of Mechanisms	Course Modification
ME3230	Machine Design I	Course Modification
ME3262	Thermodynamics II	Course Modification
ME3270	Manufacturing Processes	Course Modification
ME3800	Numerical Methods for Engineers II	Course Modification
ME3801	Introduction to Biomedical Engineering	Course Modification
ME4020	Advanced Mechanics of Materials	Course Modification
ME4030	Aerodynamics	Course Modification
ME4040	Compressible Aerodynamics	Course Modification
ME4060	Heat Transfer II	Course Modification
ME4070	Design of Thermal Systems	Course Modification
ME4080	Fluid Mechanics II	Course Modification
ME4090	Mechanical Engineering Analysis	Course Modification
ME4100	Control of Mechanical Systems	Course Modification
ME4110	Vibrational Analysis I	Course Modification
ME4130	Fluid Mechanics Laboratory	Course Modification
ME4140	Machine Design II	Course Modification
ME4150	Air Conditioning	Course Modification
ME4160	Energy Systems	Course Modification
ME4180	Renewable Energy and Sustainability	Course Modification
ME4190	Computer Aided Mechanical Engineering	Course Modification
ME4210	Dynamics of Mechanisms	
ME4220	Optimization of Mechanical Engineering Systems	Course Modification
ME4230	Finite Element Analysis	Course Modification

ME4280	Automation and Computer-Aided Manufacturing	Course Modification
ME4300	Properties and Selection of Engineering Materials	Course Modification
ME4310	Material Laboratory	Course Modification
ME4500	Biomechanics	Course Modification
ME4510	Biomaterials	Course Modification
ME4520	Impact Biomechanics	Course Modification
ME4590	Rehabilitation Design and Internship	
ME4810	Introduction to Robotics	Course Modification
ME4971	Mechanical Engineering Senior Project	Course Modification
ME4972	Mechanical Engineering Senior Project	Course Modification
NTRS 2100 F2016 Course Mod Revision Oct 24 2016 HYBRID	Foundations of Food	Course Modification
NTRS 4100 Course Modification Fall Semester 2016 HYBRID.doc	Experimental Food	Course Modification
NTRS 4110 Course Modification ONLINE or HYBRID.docx	Evaluation of Current Nutrition Concepts	Course Modification
Nursing 3070.docx	Physiology and Psychology of Violence and Aggression	Course Modification
POLS MA Modification - Fall 2016.docx	Political Science, M. A.	Program Modification

#### Actions Reported by the Charter College of Education

COUN5910.doc	Research Methods in Single Subject Design	New Course
COUN6010.doc	Research Methods in Single Subject Design	Course Modification
CRED Ed Specialist Programs EDSC Version E.docx	Education Specialist Credential Programs	Program Modification
EDEL4170.docx	Curriculum and Teaching of Elementary Mathematics	Course Modification
EDSP4030.doc	Behavior Supports, Social Skills, and Classroom Management	Course Modification
EDSP4050.doc	Instruction to Support Students with Disabilities in Core English/Language Arts Curriculum	Course Modification
EDSP5151.doc	Early Childhood Special Education Interventions Fieldwork	Course Modification

