

COMMITTEE REPORT OF ADOPTED RESOLUTION

DATE: October 18, 2017
TO: Adam Swenson, Faculty President
FROM: Educational Policies Committee
BY: Elizabeth T. Adams

At its meeting on October 18, 2017, the Committee adopted the following resolution concerning the process for addressing EO 1100 Revised:

WHEREAS, The Educational Policies Committee is charged with making recommendations affecting undergraduate curriculum, general education, and undergraduate academic standards; and

WHEREAS, The Bylaws empower Standing Committees to establish such ad hoc committees as they deem necessary:

THEREFORE, BE IT

RESOLVED: That the Educational Policies Committee charge a Task Force composed of a Steering Committee and one Work Group per College to make recommendations that enable CSUN's General Education structure to respond to EO 1100 Revised with the following structure, process, timeline, and deliverables.

RESOLVED, That the work of the Task Force will not begin prior to October 27, 2017, pending the outcome of the Faculty Senate meeting on October 26, 2017.

Structure**College Work Groups****Constitution**

- The College Curriculum Committee, Chairs, and Program Directors of each College initially constitute the College's Work Group.
- Each College Work Group is encouraged to adopt the structure and membership it believes best suits the College's particular needs.
- On matters requiring a vote within the Work Group, no Department or Program may have more or less than one vote.
- The College Associate Dean will be a non-voting member.
- College Deans are encouraged to provide staff support to the Work Group.

Responsibilities

- College Work Groups should do the majority of the work on recommendations.
- College Work Groups should collaborate with other College Work Groups when appropriate.

Steering Committee

Constitution

The following constitute the EO 1100 Revised Steering Committee:

- One faculty representative from each College Work Group.
- One faculty representative from EPC (appointed by and from EPC).
- One representative from Associated Students.
- One staff member with advising responsibilities, appointed by the Provost.
- The Faculty President and Provost will appoint the chair of the Steering Committee from among the faculty members of the Steering Committee.
- The Associate Vice President, Student Success and the Assistant Vice President of Undergraduate Programs will provide staff support and will serve as non-voting members of the Steering Committee.

Responsibilities

- The Steering Committee will be responsible for making recommendations to the Faculty Senate. Only Steering Committee members may vote on recommendations to the Faculty Senate.
- The Steering Committee will be responsible for coordinating the work of College Work Groups, including facilitating collaboration between Work Groups.

Overall process

- The College Work Groups should do the majority of the work on recommendations. The Steering Committee will ensure that any College that may be substantially affected by a proposed recommendation is included in the work on that recommendation.
- All meetings of the College Work Groups and Steering Committee will be open meetings.
- The Steering Committee will consult widely with the campus community. Specifically, the Steering Committee will hold open hearings for faculty, staff, and students. After the Steering Committee has developed preliminary recommendations, academic departments and colleges will be given an opportunity to provide written comments.
- The Steering Committee will consult EPC and the Faculty Senate regarding preliminary recommendations and issues that need to be addressed.
- The Steering Committee will represent the Task Force on the floor of the Senate.

Deliverables

- The final recommendations of the Task Force will include:
 - i. The recommendations for modifying CSUN's GE curriculum to respond to EO 1100 Revised.
 - ii. A description of the process followed to develop these recommendations, including a list of people consulted.
 - iii. A rationale that supports the recommendations and that addresses the concerns raised at hearings and by departments, colleges, and the Faculty Senate.
- The Steering Committee or College Working Groups may choose to separately submit to EPC issues, ideas, and other matters regarding GE that arose during the process but were outside the scope of this charge.

Timeline

Once constituted, the Steering Committee will work with EPC to develop a detailed timeline that fits this outline.

Tentative schedule to address curricular changes for implementation in fall 2018:

October 2017

- Process and timeline approved by EPC
- Steering Committee selected and College Work Groups formed
- Steering Committee and College Work Groups begin their work

November 2017

- Steering Committee and College Work Groups complete their work

December 2017

- Review by EPC
- Consideration by Faculty Senate

Tentative schedule to address curricular changes for implementation in fall 2019:

October 2017

- Process and timeline approved by EPC

November 2017

- Steering Committee selected and College Work Groups formed

December 2017

- Steering Committee and College Work Groups begin their work

March 2018

- Steering Committee and College Work Groups complete their work

April 2018

- Review by EPC

May 2018

- Consideration by Faculty Senate