Educational Policy Committee

Minutes

Date of Meeting: Friday, 11/7/14, from 2-3:45PM

EPC Members Present: Gabe James (Chair), Luz Miguel, Jill Savage, Deseree Salvador

- **During this meeting, the EPC (along with support from Curriculum Review Committee Chair Deseree Salvador) carefully evaluated and came up with suggestions that would improve the Fast Track application form.**
- **On the Fast Track application form, there are currently five categories pertaining to items that can be modified via this process: CLO Modifications, Course Objectives, Course Topics in outline form, Recommended prior course work, and Course Alpha, Number, and Title (ONLY for System Alignment)**
- **The committee clarified the fact that the Fast Track process modifies items in the Course Outline of Record (COR)**
- **The EPC suggests putting limits to the frequency of Fast Track application submission: perhaps no more than three times in a five year review period**
- **EPC makes a general suggestion to use the Fast Track process to make minor editorial changes that improve/clarify descriptive language for courses under consideration**

Suggestions for *CLO Modifications*:

- **The committee agrees that editorial changes to CLOs are permissible**
- **The committee agrees the editorial changes with the use of words indicative of measurability are permissible**
- **EPC believes that measurable words need to be articulated in some way**
- **EPC suggests**

Suggestions for *Course Objectives* modifications:

- **EPC suggests that objectives can be added or clarified via the Fast Track process, but objectives cannot be deleted**

Suggestions for *Course Topics in Outline Form* modifications

- **EPC suggests that these modifications can be made to reflect the integration of additional topics, new topics/new knowledge in a given field, the addition of new technology, content, etc. in a course under consideration**

Suggestions *for Recommended prior course work* modifications:

- **EPC agrees that recommended prior coursework items can be added, but not subtracted**

Suggestions for *Course Alpha, Number, and Title (ONLY for System Alignment)*

- **EPC recommends leaving this area of modification as-is**