

California State University, Stanislaus
University Educational Policies Committee
November 4, 2004

Present: J. Brandt, R. Esau, R. Floyd, E. Hall, M. Jaasma, E. Peterson, J. Rodgers, K. Schoenly
Excused: D. Demetrulias, L. Johnson
Guests: J. Boffman, D. Dauwalder

- I. **Call to Order.** R. Floyd called the meeting to order at 1:05 p.m.
- II. **Approval of Agenda.** The agenda was approved as distributed.
- III. **Approval of Minutes.** The minutes of October 21, 2004, were approved as distributed.
- IV. **Announcements/Reports.** R. Floyd announced the upcoming 2nd President's Assessment Summit scheduled for Friday, November 12, 2004, in the Faculty Development Center Reference Room. R. Floyd encouraged the UEPC members to attend the sessions as their schedules permit. Several members of the General Education Subcommittee and the Assessment of Student Learning Subcommittee will be attending.
- V. **Old Business**
 - A. **Resolution for Upgrading Faculty Computers.** Deferred.
 - B. **Student Academic Policies for the Faculty Handbook.** A memorandum will be sent to Enrollment Services asking for clarification to the requested changed on the Student Academic Policy 5/AS/84/EPC Credit/No Credit. Discussion will continue when the UEPC receives a response.
 - C. **Graduate Writing Assessment Requirement.** Following discussion of the Student Petition for Exception to University-Wide Requirements form, a motion was made by E. Hall, seconded by K. Schoenly, and voted unanimously to add a separate notation on the back of the form for the Writing Proficiency Requirement and require that the chair of the University Writing Committee provide his/her signature for any exceptions to the Writing Proficiency Requirement. R. Floyd will send a formal response to the University Writing Committee informing them of the decision of the UEPC regarding the Graduate Writing Assessment Requirement. A memorandum will be sent to Enrollment Services requesting the revisions to the Graduation Approval Form and the Student Petition for Exception to University-Wide Requirements Form be implemented effective Summer 2005.
 - D. **New Degree Program: BA in Digital Design.** The new degree program proposal for the BA in Digital Design will not go through a second reading and is being removed from the agenda. The program proposal needs to receive approval from the accrediting agency (NASAD) prior to submitting it for campus approval. The proposal is expected to return to the UEPC either late spring or fall 2005.
- VI. **New Business**
 - A. **General Education Subcommittee Program Review Cycle.** The UEPC received a memorandum dated October 15, 2004, from S. Davis, Chair of the G.E. Subcommittee regarding the new seven-year academic program review cycle. The G.E. Subcommittee follows the program review cycle when reviewing upper-division G.E. courses for the programs undergoing Academic Program Review. Currently, the General Education

Subcommittee's Membership and Charge states that one of its responsibilities is to "Review each department/program's General Education course on a five-year cycle in coordination with the department/program's five-year academic program review by the UEPC."

Following discussion, a motion was made by E. Peterson, seconded by E. Hall, and voted unanimously to revise the Subcommittee Membership and Charge of the General Education Subcommittee. In addition, the UEPC will forward a resolution to the Senate Executive Committee seeking a revision to the University Educational Policies Committee Section 2.0, item 2.2c of the Constitution of the General Faculty, dated 5/01/03.

- B. Recommended Criteria for Scheduling Television Classrooms.** The UEPC received a proposal from the Off-Campus/Mediated/Distance Learning (OCMDL) Subcommittee regarding criteria for scheduling television classrooms. R. Floyd sent an email to P. DeCaro requesting the OCMDL prepare an overarching policy statement to accompany the criteria. Following discussion, the UEPC recommends the criteria include the Director of Mediated and Distance Learning be given a proactive, administrative role in scheduling CODEC and ITV rooms prior to sending the draft class schedule to the dean level. This would allow the director to solicit scheduling requests for the CODEC and ITV rooms from distance learning faculty prior to the class scheduler receiving the information. The Director of Mediated and Distance Learning would schedule time slots ahead of time, making the job of the class scheduler much easier. The director would use the criteria to determine priority scheduling of the CODEC and ITV rooms. Discussion will continue.
- C. Faculty Intellectual Property Rights Policy for Televised, Online, and Web-Assisted Courses.** The UEPC received the Faculty Intellectual Property Rights Policy for Televised, Online, and Web-Assisted Courses from the OCMDL. Following discussion, R. Floyd will send an email to P. DeCaro seeking an answer from the OCMDL to the question, "If a faculty member is given money or reassigned time to develop an online course, does the department retain the rights to use the course after the instructor leaves the University?" Discussion will continue.
- D. Central Valley Higher Education Consortium (CVHEC) Guaranteed Transfer Associate Degree Proposal.** D. Dauwalder distributed a memorandum dated November 4, 2004, requesting the UEPC consider revising its earlier support for approval of the Central Valley Higher Education Consortium (CVHEC) Guaranteed Transfer Associate Degree Proposal in the following manner:

"Revise Option 2, Item #2 to read as follows: 'Achieve a minimum 2.4 overall GPA and be in good standing at the last institution attended.'"

Last spring, UEPC identified no objections to the proposal with the minimum GPA of 2.0. Since that time, information has come forward regarding the approval of the transfer agreement at CSU Bakersfield and CSU Fresno with a minimum 2.4 GPA. D. Dauwalder is recommending that we join the other campuses in approving this proposal with the same change in minimum GPA. Following discussion, the UEPC is in agreement with D. Dauwalder's recommendation. R. Floyd will send a memorandum to D. Dauwalder with a cc to R. Pugh stating the UEPC's recommendation.

- VII. Subcommittee/Committee Reports.** Minutes were received from the Off-Campus, Mediated, Distance Learning Subcommittee (10/01/04) and the University Writing Committee (9/20/04, 10/18/04).
- VIII. Other (information only).** The next UEPC meeting is scheduled for Thursday, November 18, 2004, in MSR 200.
- IX. Adjournment.** The meeting adjourned at 2:45 p.m.

Respectfully submitted,

Randi Esau
Recording Secretary

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