**2018/2019 UNIVERSITY EDUCATIONAL POLICIES COMMITTEE**

**Betsy Eudey, Chair**

**Robert Werling, Chair-elect**

Martha Cuan, (2 yrs.) Counseling Rep.

Laura French, (2 yrs.) Library Rep.

Steven Wood, (3 yrs.) CAHSS

Brent Powell, (1 yr.) COEKSW

Jingyun Li, (Jenny) (1yr.) CBA

Nhu-Y Stessman, (3 yrs.) COS

Gerard Wellman, (3 yrs.) At Large

Chris Nagel, Speaker of the Faculty

Shawna Young, Executive Secretary

PENDING, ASI Student Rep.

Standing Guests: Non-Voting

Lisa Bernardo, Dean of Admissions/Registrar

Sarah Schraeder, Recording & Curriculum Specialist

**Section 2.0** There shall be a standing committee of the Academic Senate on educational policies, hereinafter referred to as the University Educational Policies Committee (UEPC).

**Section 2.1** The UEPC shall be composed of twelve voting members including a Chair and Chair-elect who are both tenured. There shall be eight additional members of the General Faculty including a library representative, a counseling representative, one representative from each college, one at-large representative, and the Speaker. One full-time student shall be appointed by the President of Associated Students for a one-year term. An executive secretary shall be appointed by the President of the University.

The elections shall be conducted by the Committee on Committees, according to the procedures in Article VI., Section 3.2.

a) The Chair shall serve as a member of the Senate Executive Committee. The term of office of the Chair shall be one year.

b) The Chair-elect shall serve one year as a member of the committee and the following year as the Chair. The Chair-elect will serve as Chair in the absence of the Chair. The Chair-elect shall serve as a member of the Faculty Budget Advisory Committee.

c) Faculty members of UEPC, except the Chair and Chair-elect shall have terms of office of three years. The terms shall be staggered at the onset by lot. The terms of new members shall commence on the final day of scheduled classes of the academic year.

**Section 2.2** The duties of the UEPC, undertaken in conjunction with College curriculum committees, shall be to:

a) Formulate, review, and recommend to the Academic Senate undergraduate curricular policy.

b) Review and evaluate proposals for new undergraduate programs and courses for study based on approved criteria and procedures.

c) When requested, evaluate 7-year program reviews for existing undergraduate, graduate degree, and post baccalaureate programs, and recommend one of the following: continuation without modification, continuation with specified modifications, or discontinuance.

d) Review plans for academic development in both on- and off-campus undergraduate programs (including extended education and distance learning).

e) Submit an annual report to the General Faculty at the Spring General faculty meeting.

f) Consult with and recommend to the Provost/Vice President for Academic Affairs in the interpretation of the University's undergraduate curricular and instructional policies.

g) Maintain close liaison with the Faculty Budget Advisory Committee and the Graduate Council and consult with these bodies on policy issues of mutual interest, such as scheduling, grading, calendar preparation, registration, and resource allocations.

h) Oversee and evaluate the General Education Program.

i) Prepare the academic calendar.

j) Upon proper constitution of the curriculum committees within the colleges, the UEPC may delegate any of its powers to those committees. The curriculum committee of each college shall inform the committees of the other colleges of matters which may impact their respective curricula through the distribution of their minutes. If no objections are expressed within fifteen (15) working days from distribution, the proposed changes will become effective and will be reported to the Associate Vice President for Academic Planning and Analysis. The following issue(s) shall be referred to UEPC.

1. an objection that cannot be resolved by the respective committees or the deans of the respective colleges within a reasonable period of time;
2. matters where there is no established university curricular policy;
3. matters where there is a dispute over the interpretation of existing policy;
4. matters where there are extenuating circumstances that require immediate attention or determination.
5. College committees shall have authority to:
6. approve new courses not for General Education credit;
7. delete existing courses;
8. change titles, descriptions, and unit values of existing courses;
9. approve cross- and dual-listed courses;
10. approve changes in the majors provided such changes do not increase the total number of units in the combined required prerequisite and major courses and do not require an increase in university resources.

This authority includes all college credit courses except Multidisciplinary courses.

1. In all other curricular matters, college committees shall make recommendations to the appropriate subcommittee of the UEPC. In no case should these matters come to UEPC without the recommendation of the college committee.
2. The UEPC reserves the right to review any matters delegated to the college committees.

**Section 2.3** UEPC shall, in consultation with the Committee on Committees, establish and discontinue ad hoc subcommittees as it deems appropriate and necessary. There are four standing subcommittees of UEPC: General Education; University Writing, Assessment of Student Learning, and Technology and Learning. Any changes to the charge of the UEPC Subcommittees shall be approved by the UEPC. The name, function and membership of all subcommittees shall be published to the faculty. The Committee on Committees shall appoint subcommittee members in consultation with the Chair of UEPC.

**General Education Subcommittee**:

Five voting members: one faculty member from each college and one faculty member-at-large. Library faculty membership is encouraged. At least three of the faculty members must be tenured. The Faculty Director of General Education shall be an ex-officio, non-voting member.

**University Writing Committee**: Seven voting members: the Writing Program Coordinator, one additional faculty member from the English Department, one faculty member from each college, and one faculty member-at-large. The Faculty Coordinator for the Writing Proficiency Screening Test shall be an ex-officio, non-voting member.

**Assessment of Student Learning Subcommittee:** Seven voting members: one faculty member from each college, two faculty members-at-large, and one student representative appointed by the Vice President of Associated Students, Inc. The Committee on Committees will give preference to candidates with prior experience with program assessment and, to the extent possible, provide a balance of tenured and non-tenured faculty. The Director of the Faculty Center for Excellence in Teaching and Learning shall be an ex-officio, non-voting member.

**Technology and Learning Subcommittee:** Seven voting members: one faculty member from each college, a library faculty member, one faculty member-at-large, and a student representative appointed by the Vice President of Associated Students, Inc. At least three of the faculty members should be tenured. At least three of the faculty members should have experience in the instruction of distance-learning courses and the student representative should have completed a course with a distance-learning component. The Chief Information Officer and an Instructional Designer shall be ex-officio, non-voting members.

Constitutional amendment on 5/22/17