California State University, Stanislaus
University Educational Policies Committee
September 9, 2004

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

I. Call to Order. R. Floyd called the meeting to order at 1:00 p.m.

II. Approval of Agenda. The agenda was approved as distributed.

III. Approval of Minutes. The minutes of May 20, 2004, were approved as distributed.

IV. Announcements/Reports. R. Floyd welcomed all members, new and returning, to the 2004/05 University Educational Policies Committee (UEPC). Introductions were shared. R. Floyd reported her concern over the loss of the clerical support for the subcommittees of the UEPC. She sent an email to D. Dauwalder seeking his support to reinstate the ½ time position. Several of the subcommittee's tasks this academic year will directly affect D. Demetrulias' new position as Associate Vice President for Quality Assurance. Key tracking and follow up will be necessary for continuity and efficient operations.

R. Floyd reported that UBAC has concerns regarding four of the shared proposals for the use of carry-forward funds: a) University Centers of Excellence funded at $200,000; b) Examining the Master Academic Plan at a cost of $300,000; c) $100,000 earmarked for Assessment; and d) Paying back the Golden Handshake over 2 or 4 years. UBAC will discuss these items at its 9/17/04 meeting.

V. Old Business

A. Policy on Enrollment Process. In response to a request from UEPC to Enrollment Services to summarize information that would be useful to faculty regarding add/drops, waitlists, withdrawals, etc., Enrollment Services provided a document titled "Registration Information for Faculty" detailing registration information for faculty. The document was distributed at the General Faculty meeting on August 30, 2004. Enrollment Services now requires an instructor signature for students to add classes after the 5th day of instruction. This requirement alleviates the problem that some instructors were experiencing last year – allowing students to add classes through STAN throughout the first two weeks of instruction without the knowledge or approval of the instructor. J. Rogers expressed a question regarding priority enrollment for post-baccalaureate students. R. Floyd will send a memorandum to R. Pugh and L. Bernardo, thanking them for providing a useful summary of registration information and will inquire if there are courses during priority registration that reach capacity and result in excluding post-baccalaureate students. If so, does Enrollment Services see this as a problem or can it be handled at the department level? Discussion will continue when a response from Enrollment Services has been received.

B. 2003/2004 Annual Report: Assessment of Student Learning Subcommittee. A revised 2003/2004 Annual Report for the Assessment of Student Learning subcommittee was distributed to the UEPC. Following discussion, it was moved by M. Jaasma, seconded by J. Brandt, and voted unanimously to accept the report as revised. R. Floyd expressed thanks to the 2003/2004 ASL subcommittee for their work and dedication.

C. **Resolution for Upgrading Faculty Computers.** The Academic Technology subcommittee submitted to the UEPC a resolution to upgrade faculty computers. As this is a policy issue of mutual interest to the Faculty Budget Advisory Committee (FBAC), the UEPC will forward the resolution to the FBAC for consultation. Discussion will continue after receiving consultation results from the FBAC.

VI. New Business

A. **Program Review: Theatre Arts (BA) Five-Year Program Review (2002/2003)**. Following discussion, it was moved by E. Hall, seconded by M. Jaasma, and voted unanimously to approve the Theatre Arts Five-Year Program Review report for 2002/2003.

B. **Program Review: Physical Education and Health (BA) Five-Year Program Review (2002/2003).** Following discussion, it was moved by M Jaasma, seconded by J. Brandt, and voted unanimously to approve the Physical Education and Health Five-Year Program Review report for 2002/2003.

C. **Transfer Policy Review.** The UEPC received a letter from student S. Marie on 6/02/04, requesting that the University examine the current Honors Policy at CSU Stanislaus. Following discussion, the UEPC reaffirms the current 2003/05 catalog information regarding graduation honors which is based on the honors policy approved by the Academic Senate in 1974. A letter of response will be sent to student S. Marie indicating the UEPC's affirmation of the honors policy at CSU Stanislaus.

D. **Elect UEPC Representative to Serve on the RSCAPC for 2004/05.** M. Jaasma will serve as the UEPC representative on the Research, Scholarship, Creative Activity Policies Committee (RSCAPC) for fall 2004. B. Carroll will be asked to serve on the RSCAPC for spring 2005. B. Carroll is currently on sabbatical during fall 2004. The College of Arts, Letters, and Sciences is electing another representative to serve on the UEPC during fall 2004.

VII. Subcommittee/Committee Reports. None.

VIII. Other (information only). None.

IX. Adjournment. The meeting adjourned at 2:25 p.m.

Respectfully submitted,

Randi Esau
Recording Secretary

:rle