

California State University, Stanislaus
University Educational Policies Committee
Meeting Minutes
April 22, 2010

Present: R. Asher, E. Broadwater, R. Esau (recording), S. Filling, R. Floyd, A. Garza, F. Lin,
I. Littlewood, M. Martin, K. Nainby, P. Petratos, C. Stessman

Excused: D. Demetrulias, D. Heredia

Guests: D. Da Rosa, M. Hight, N. Jacklin

- I. **Call to Order.** I. Littlewood called the meeting to order at 1:05 p.m.
- II. **Approval of Agenda.** The agenda was approved as distributed with the addition of VI. New Business, item A. Consideration of Adding Dean of Admissions to the Membership of UEPC.
- III. **Approval of Minutes.** The minutes of March 25, 2010, were approved as distributed.
- IV. **Announcements/Reports.** I. Littlewood reported there is a Spring 2010 General Education Forum being held immediately following the UEPC meeting today. He is encouraging everyone to be in attendance. A. Garza reported he searched the Library catalog under workshops/DVD and found that the workshops on studying skills recorded years ago are available for check-out.
- V. **Old Business**
 - A. **Online Courses.** M. Hight joined the UEPC to discuss the draft Policy for Online and Technology Mediated Courses and Programs. Following discussion, revisions were made to section III. Assessment. A motion was made by M. Martin, seconded by R. Asher, and voted unanimously to finalize and approve the Policy for Online and Technology Mediated Courses and Programs. A resolution will be prepared and forwarded to the Senate Executive Committee for Academic Senate consideration.
 - B. **Priority Registration.** The current registration priority at CSU Stanislaus is determined by units completed within class level in the following order: seniors, master's and credential students, freshmen, juniors, sophomores, and unclassified post baccalaureate students. Following consultation with L. Bernardo, the UEPC will be recommending the implementation of a two-pass registration system (i.e., allowing students to register for a limited number of units during the first round of registration and then allowing a second registration period for additional units while keeping the current registration priority). Discussion will continue and a formal recommendation will be prepared at the next scheduled UEPC meeting.
 - C. **Academic Calendar Preparation Policy.** D. Heredia and I. Littlewood worked with Institutional Research to develop a survey to discern preferences from students, staff, and faculty regarding the placement of spring break on the academic calendar. The options made available for ranking included Option 1) Spring break occupies a fixed position in the middle of the semester, the 3rd week of March; Option 2) Spring break is aligned with

the expected spring break for the Turlock Unified School District; Option 3) Spring break will occur during one of the first two weeks of April, with the first week being defined as the first week of the year to contain a date in April. Out of 2,152 survey responses from students, faculty, and staff 800 indicated Option 1 as a first choice; 1,076 indicated Option 2 as a first choice; 274 indicated Option 3 as a first choice. Survey results indicate preference for Option 2. The language “Best efforts shall be made to align spring break to coincide with the Turlock Unified School District’s spring break” will be added to the Academic Calendar Policy. Following discussion, it was moved by S. Filling, seconded by R. Asher, and voted unanimously to approve the revisions made to the Academic Calendar Policy. A formal resolution will be prepared and forwarded to the Senate Executive Committee for Academic Senate consideration.

- D. Draft Academic Calendar for College Year 2011-12.** With the revisions to the Academic Calendar Policy, the UEPC members agreed to schedule the proposed spring break to the week of April 9-13, 2012. A new draft calendar will be prepared and sent out to the campus community for comment.
 - E. Draft Academic Calendar for College Year 2012-13.** With the revisions to the Academic Calendar Policy, the UEPC members agreed to schedule the proposed spring break to the week of April 1-5, 2013. A new draft calendar will be prepared and sent out to the campus community for comment.
 - F. Draft Academic Calendar for College Year 2013-14.** With the revisions to the Academic Calendar Policy, the UEPC members agreed to schedule the proposed spring break to the week of April 21-25, 2014. A new draft calendar will be prepared and sent out to the campus community for comment.
 - G. Draft Academic Calendar for College Year 2014-15.** With the revisions to the Academic Calendar Policy, the UEPC members agreed to schedule the proposed spring break to the week of April 6-10, 2015. A new draft calendar will be prepared and sent out to the campus community for comment.
- VI. New Business**
- A. Consideration of Adding the Dean of Admissions to the Membership of UEPC.** Due to the number of issues that come before the UEPC concerning enrollment processes, it was suggested that the Dean of Admissions become an ex-officio, non-voting member of the University Educational Policies Committee. S. Filling suggested, and all members agreed, that L. Bernardo be invited to every UEPC meeting as a guest until such time as the Constitution of the General Faculty can be revised to include the addition of the Dean of Admissions as an ex-officio, non-voting member of the University Educational Policies Committee.
- VII. Subcommittee/Committee Reports.** Minutes were received from the Graduate Council (2/18/10, 3/18/10).
- VIII. Other (information only).** The next UEPC meeting is scheduled for Thursday, May 6, 2010, from 1:00-3:00 p.m., in MSR 200.

VI. Adjournment. The meeting adjourned at 3:00 p.m.

Respectfully submitted,

Randi Esau
Recording Secretary

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