

California State University, Stanislaus  
**University Educational Policies Committee**  
**Meeting Minutes**  
**December 17, 2009**

Present: R. Albert, R. Asher, E. Broadwater, R. Esau (recording), R. Floyd (proxy for P. Petratos),  
A. Garza, F. Lin, I. Littlewood, M. Martin, C. Stessman

Excused: M. Bender, D. Demetrulias, S. Filling, P. Petratos

Guest: L. Bernardo, S. Fletcher, C. Kelly (student), T. Sandman

- 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 Old Business E. New Concentration: Bachelor of Science in Business Administration, Concentration in Computer Information Systems. Also, there may be a student joining the UEPC later in the meeting to present a proposal for UEPC's consideration. Should the student arrive, a new agenda item, New Business B., will be added to the agenda.
- III. **Approval of Minutes.** The minutes of December 3, 2009, were approved as distributed.
- IV. **Announcements/Reports.** I. Littlewood announced that the Senate Executive Committee will be issuing a request that H. Shirvani, H. Lujan, and R. Giambelluca meet with the UEPC in January. I. Littlewood asked that the UEPC members forward items of discussion. In response, the UEPC members offered the following suggestions: 1) ask for a comment regarding the UEPC's report on Winter Term. It was noted that the President's announcement that was distributed across campus regarding the decision of removing winter term did not reference the UEPC's report on Winter Term. 2) ask what are the plans regarding staff coverage of the campus for, specifically, student support services during the proposed 3-week Intercession being offered through University Extended Education in replacement of Winter Term (students in housing, counseling services for students, library services, health center, etc.). It was also reported that there are grievance motions moving forward through Senate Executive Committee and one is a statutory grievance regarding Winter Term. If there is anyone from UEPC that would like to be added to the list of signees, let I. Littlewood know following today's meeting.
- V. **Old Business**
  - A. **Academic Calendar.** L. Bernardo joined the UEPC to present a draft time module for the scheduling of classes based on a 2-semester calendar. The draft time module follows the original time module which was approved by the Academic Senate several years ago in order to maximize classroom space and have set times that students can count on. Currently, there still remain a few classes that meet differently but because the majority of the classes fit the module, enrollment services is able to accommodate the classes that require adjusted schedules. I. Littlewood requested that a 3-unit, 3-day, evening time slot be added to the draft time module. L. Bernardo indicated she would add that time slot to the draft. To convert to the new time module, enrollment services will work diligently to keep as many of the class assignments the same as possible. The UEPC members appreciated L. Bernardo for sharing the draft time module and are in support of her team

moving forward with its implementation. Version 3 of the Calendar for College Year 2010-11 was distributed to the campus community on December 7, 2009, requesting comments by December 14, 2009. Version 3 has a start date of August 18, 2010, for fall, and a start date of January 25, 2011, for spring, and includes 15 days of self-support intercession between the fall and spring semester (considered white days/non-instructional days). Commencement days were placed on a Thursday/Friday in May 2011 in order to avoid interference with Memorial Day weekend. The comments that were received from the campus community included the following issues: 1) positioning spring break out of alignment with the surrounding school districts; 2) assigning no reading day for spring 2011; 3) placing commencement on Thursday/Friday as opposed to Friday/Saturday; 4) having Tuesday, October 12, 2010, meet on a Thursday schedule. Following discussion on each of the issues, separate motions were made: 1) Spring Break – A motion was made by R. Floyd and seconded by M. Martin to place spring break mid-way through the spring semester. The motion passed by majority vote – 9 yes votes; 1 no vote. 2) and 3) A motion was made by R. Floyd and seconded by M. Martin to place a Reading Day on Thursday, May 19, 2011, begin finals on Friday, May 20, 2011, continuing through Thursday, May 26, 2011, and place Commencement on Friday, May 27, 2011, and Saturday, May 28, 2011. The motion passed unanimously. 4) A motion was made by F. Lin and seconded by M. Martin to have Tuesday, November 9, 2010, meet on a Thursday schedule. The motion passed unanimously. Having voted on each issue presented to the UEPC and feeling confident that all of the issues were addressed, a motion was made by M. Martin, seconded by R. Floyd, and voted unanimously to edit version 3 of the Calendar for College Year 2010-11 to reflect the aforementioned revisions and to, subsequently, forward the revised calendar to the Provost as a final recommendation. It was noted that the UEPC will need to work on the next three Academic Calendars (2011/12, 2012/13, and 2013/14) as well as make revisions to the Academic Calendar Preparation Policy to reflect the 2-semester calendar schedule.

- B. Online Courses.** A. Garza and I. Littlewood met with the Technology and Learning Subcommittee to discuss the proposed Policy for Technology and Mediated Courses and Programs. Based on discussions, the policy is being revised completely. This item is deferred until a revised policy is received from the Technology and Learning Subcommittee.
- C. Suggestions from Self-Study Inquiry Circles for Campus Consideration.** The UEPC was asked to consider the suggestion from Inquiry Circle One to “develop a student engagement project in which students evaluate engagement and explain the meaningfulness of the baccalaureate and graduate experience.” As part of a case study, programs undergoing Academic Program Review in 2008/09 were invited to add an “engagement” criterion under the section on “Commitment to Student Learning” in which programs describe departmental efforts/accomplishments to promote student engagement in learning. At the conclusion of the process, departments will express their views for adding student engagement as a permanent criterion. Further discussion is deferred until feedback regarding the “engagement” criterion is received from the departments undergoing the 2008/09 Academic Program Review cycle.
- D. New Degree Program Proposal: Bachelor of Science in Health Science with a Concentration in Community Health Education and Advocacy.** S. Fletcher joined the

UEPC meeting to present the new degree program proposal for the Bachelor of Science in Health Science with a Concentration in Community Health Education and Advocacy. She prefaced her remarks with the history behind the development of the program proposal. Dean Novak and the College of Human and Health Sciences desired the development of this program and put together a task force several years ago. At that time, J. Boffman chaired the task force. S. Fletcher volunteered to replace J. Boffman following her retirement. The task force included members from the Department of Nursing, the Child Development program, the Department of Kinesiology (formerly the Department of Physical Education and Health), and the Department of Biological Sciences. This program has the potential of being a very large program at CSU Stanislaus. With many pre-nursing majors not being accepted into the nursing program, this proposed program would be an appropriate major for them as it leads to becoming a certified health education specialist, a highly desirable career in today's economy. At other CSU campuses, the Health Sciences major is one of the core programs offered. S. Fletcher suggested that the program proposal be shared with the Faculty Budget Advisory Committee as it will need a director and additional faculty hired in order to be implemented if approved by the Board of Trustees. At the time the proposal was written, many of the faculty from the different disciplines on campus would have been able to teach in the program. That is no longer the case in today's budget climate. The UEPC members feel the program proposal is valued and would be a good major for CSU Stanislaus. The UEPC thanked S. Fletcher for sharing the program proposal. A. Garza indicated the Library report has been revised and will be included in the program proposal. Following discussion, the UEPC will move the program proposal to a second reading at the next scheduled UEPC meeting.

- E. New Concentration: Bachelor of Science in Business Administration, Concentration in Computer Information Systems.** The UEPC reviewed the New Concentration: Bachelor of Science in Business Administration, Concentration in Computer Information Systems as a second reading item. Following discussion, it was moved by R. Albert, seconded by F. Lin, and voted unanimously to approve the New Concentration in Computer Information Systems for the Bachelor of Science in Business Administration degree.

**VI. New Business**

- A. Discussion of Addition of Non-Tenure Track Faculty Member to UEPC.** I. Littlewood reported that other senate committees are discussing the possibility of adding a non-tenure track faculty position to its committee membership. This would require a constitutional change. The UEPC is being asked to discuss and forward a resolution to the Senate Executive Committee if the UEPC finds that it would be of benefit to add a non-tenure track faculty position to the UEPC membership.
- B. Student Petition Regarding Loss of Winter Term.** C. Kelly, a student at CSU Stanislaus, joined the UEPC in order to seek input concerning a petition of 3,000 student signatures calling for President Shirvani to reconsider and reverse his decision to remove Winter Term. C. Kelly feels that the ASI role is to be a voice of the students and on this particular issue, the students were not represented well. The petition has been circulating on campus during the fall 2009 semester. Currently, 3,000 signatures have been collected with more expected before the semester ends. C. Kelly is seeking input with regard to whom the petition should be sent. It was suggested that a cover letter be drafted to

accompany the petition to the Chancellor and to the CSU Board of Trustees, alerting the local media outlets by means of a press conference.

- VII. **Subcommittee/Committee Reports.** None were reported.
- VIII. **Other (information only).** The next UEPC meeting is scheduled for Thursday, January 14, 2010, from 1:00-3:00 p.m., in MSR 200.
- VI. **Adjournment.** The meeting adjourned at 2:48 p.m.

Respectfully submitted,

Randi Esau  
Recording Secretary

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