

University Educational Policies Committee  
Meeting Minutes  
December 8, 2016

Present: M. Thomas (chair), M. Thompson (chair-elect), T. Bargetto, L. Bernardo, M. Fleming, M. French, J. Li, B. Powell, S. Schraeder (recording), S. Sims, T. Spalding, G. Wellman, S. Young

Guests: S. Davis, D. Dawes, B. Eudey, E. Littlepage, M. Maffei, K. Olivant, S. Trevena

- I. **Call to Order.** M. Thomas called the meeting to order at 2:00 p.m.
- II. **Approval of Agenda.** The agenda of December 8, 2016 was approved as distributed.
- III. **Approval of Minutes.** The minutes of November 10, 2016 were approved as distributed with minor revisions.
- IV. **Announcements/Reports.** M. Thomas highlighted that a question had been raised regarding the [Course Time Module Policy](#) effective fall 2017. The policy requires deans to approve exceptions to course time modules via an approval form. A discussion occurred regarding developing a simple form for this purpose. UEPC members will communicate via email to approve a form for colleges and departments.

An announcement was shared regarding the campus-wide sharing of an information sheet to assist Dreamers. The ad hoc Dreamers Committee has a website with useful resources and information ([www.csustan.edu/dreamers](http://www.csustan.edu/dreamers)), and will be developing workshops and events throughout the spring semester. S. Sims indicated that an immigration attorney will attend the next Academic Senate meeting.

- V. **Subcommittee/Committee Reports**
  - A. **Assessment of Student Learning Subcommittee.** The minutes of October 19, 2016 were approved as distributed.
  - B. **General Education Subcommittee.** The minutes of October 21, 2016 were approved as distributed with requests for minor revisions.
  - C. **Graduate Council Minutes.** The minutes of October 20, 2016 were reviewed.
- VI. **Old Business**
  - A. **Policy for Change of Major, Adding a Second Major, Adding an Additional Minor.** L. Bernardo noted that raw data regarding when students in their undergraduate careers change their major, add a second major, and/or add an additional major has recently been made available. J. Tillman and Bernardo will

review the data and Bernardo will provide some information at the January meeting.

**B. Charge of the Assessment of Student Learning Subcommittee.** Deferred.

**C. Certification and Recertification Process for General Education Courses.**

M. Thomas welcomed members of the General Education Assessment Council: Betsy Eudey, Katie Olivant, Scott Davis, and Erin Littlepage; and introductions were shared. M. Thomas shared that GEAC was invited to visit UEPC to clarify the process for GE Certification and Recertification Draft Process and the role of faculty governance.

S. Davis shared a brief draft memo followed by a short checklist of the proposed process and flowcharts clarifying current alongside proposed processes. Davis highlighted that GEAC is ready to continue its work and begin consultation with departments.

Members of the UEPC and GEAC discussed GE area outcome alignment of new GE goals and current University and system-wide policies; the differences between process, procedures, and policies; and, the role of faculty governance after GEAC completes its work regarding GE area alignment. General agreement was reached regarding the following: (1) GEAC will continue its work on GE area alignment and begin consultation with departments; and, (2) the results of the area alignment and department consultation will be shared with the GE Subcommittee, who will make a recommendation to the UEPC.

Discussion will continue at the next scheduled meeting.

**VII. New Business**

**A. Active Learning Classrooms.** M. Thomas welcomed Douglas Dawes, Vice President for Business and Finance, and his guests Melody Maffei, AVP for Capital Planning and Facility Management, Stanley Trevena, AVP for Information Technology, and Steve Arounsack, Associate Professor of Anthropology. UEPC members shared introductions with guests.

M. Thomas shared questions from previous UEPC discussions regarding active learning classrooms (ALCs). D. Dawes highlighted that the ALC committee's next step is to get in touch with appropriate committees across campus to investigate appropriate adoptions of ALCs for Stanislaus State. Dawes emphasized that the committee wants to ensure appropriate stakeholders are included and participate in the discussion and development of ALCs.

S. Arounsack shared that he has created an environment in the Anthropology Keck lab that would be most conducive for student learning in the courses he

teaches. Arounsack highlighted that students sit facing each other at five tables from twenty five different pods. It was noted that students worked best in this type of environment when they were most prepared for class. Arounsack stressed that additional improvements to the classroom would serve to make the space more functional, and currently Arounsack and OIT are working to correct some technological gaps.

A discussion occurred regarding the development of ALCs, noting that they will need to be flexible and allow for a multitude of pedagogical tools to be utilized. Therefore, a committee should include individuals from various disciplines and varying levels of expertise with active learning, and include a student. Additionally, a goal is to have the best impact on students to ensure the investment is used wisely. The aforementioned committee could be key to selecting the space and creating a collaborative effort.

Dawes requested three to four faculty members from the UEPC or its subcommittees to work with the Office of Information Technology, Facilities Services and the division of Business and Finance. M. Fleming, G. Wellman, and M. Thomas from the UEPC will serve as representatives. M. Thomas will request that a member from the Technology and Learning Subcommittee, the department of Liberal Studies, and/or the Department of Teacher Education participate in this committee, and forward the names of additional members to S. Trevena. T. Spaulding will request a student representative to join the committee from ASI. A discussion regarding the committee leadership occurred, and it was noted that Trevena will co-chair the committee with a faculty member to be selected at the first meeting.

**VIII. Other (information only).** The next meeting is scheduled for Thursday, January 26, 2016 from 2:00 p.m. to 4:00 p.m., in MSR 200.

**IX. Adjournment.** The meeting adjourned at 4:05 p.m.

Respectfully submitted,

Sarah Schraeder, Recording Secretary