

University Educational Policies Committee
Meeting Minutes
February 9, 2017

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

Excused: M. Fleming

- I. **Call to Order.** M. Thomas called the meeting to order at 2:00 p.m.
- II. **Approval of Agenda.** The agenda of February 9, 2017 was approved as distributed.
- III. **Approval of Minutes.** The minutes of January 26, 2017 were approved as distributed.
- IV. **Announcements/Reports.** D. Evans, the new College of Science dean, was introduced and the committee shared introductions. Members shared with Dean Evans the roles and responsibilities of the UEPC.

S. Young reminded members of the 2018-19 Stanislaus State Reaffirmation of Accreditation by the WASC Senior College and University Commission (WSCUC) Launch Event on Thursday, February 16, 2017 from 12:00 – 1:30 p.m. in the University Event center.

S. Young announced the notification from the Chancellor's Office of the approval of the revisions to [Executive Order 1071: Delegation of Authority to Approve Options, Concentrations, Special Emphases \(and Similar Subprograms\) and Minors](#). In order to ensure accurate reporting to the National Center for Education Statistics through the Integrated Postsecondary Education Data System (IPEDS), the executive order requires that subprograms, such as options, concentrations, special emphasis, or similar subprograms, must constitute less than one half of the units required in the major program. An accompanying coded memorandum from the Chancellor's Office highlighted the plan for reporting and corrective action deadlines. Campuses are expected to bring all program requirements into compliance by the time of the next program review, with all corrections being completed by April 2024. Programs may choose one of the following four approaches following the appropriate proposal procedures to correct IPEDS enrollment reporting and degree reporting for concentrations: (1) propose a degree title change, (2) alter the concentration until the required units agree with EO 1071, (3) discontinue high unit subprograms, or (4) propose a new stand-alone degree program. The Office of Academic Programs is currently providing a report of a preliminary review of all subprograms at Stanislaus State. Results will be shared with academic deans during this spring semester.

M. Thomas indicated that the committee has been tasked with completing an annual examination of the progress of recommendations endorsed in the Quantitative

Reasoning Task Force Report. The report indicated that one of the recommendations requires that prospective students must complete four years of mathematics in high school to be eligible for CSU admission. L. Bernardo and S. Young shared various ways progress of the requirement may be reviewed based on available internal and external data. S. Schraeder will add a note to the UEPC Blackboard Forum to ensure this becomes an annual agenda item.

V. Subcommittee/Committee Reports. None to report.

VI. Old Business

A. Policy for Change of Major, Adding a Second Major, Adding an Additional Minor. J. Tillman, Director of Institutional Research, was welcomed and the committee shared introductions. L. Bernardo and Tillman distributed information to the committee via Blackboard and reviewed the data collected about when students in their academic careers changed their major, added/dropped a second major, and/or added/dropped an additional minor. The data reviewed counted any change to a student's record, also including additions or drops of subprograms. A discussion occurred about the data and if there is a need for a policy. L. Bernardo will provide some additional data to further highlight impact of student career changes. Discussion will continue at the next scheduled UEPC meeting.

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

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

D. Active Learning Classrooms. On December 8, 2016, Business and Finance leadership, including D. Dawes, M. Maffei, and S. Trevena, attended the UEPC meeting to discuss the development plan for active learning classrooms and several members volunteered to join a new committee to continue discussions. After further discussions in the Senate Executive Committee, M. Thomas shared that she, P. Hauselt, chair of the Technology and Learning Services Subcommittee, and representatives from Business and Finance will meet for further discussions. M. Thomas suggested that it be recommended that the item be handed to the Technology and Learning Services Subcommittee of the UEPC rather than creating a new committee for Active Learning Classrooms. Members of the UEPC affirmed this change.

E. Draft Calendar for College Year 2020-2021. The committee briefly discussed the calendar. Discussion to continue at next UEPC meeting.

VII. New Business

A. WASC Self-Study Feedback from UEPC. C. Claus, principal writer for the WASC Reaffirmation Self-Study and lead of the Oral Competencies Faculty Learning Community, was welcomed and introductions were shared. Claus

shared the critical CFRs identified with the UEPC, and asked to what extent the members of the committee could speak to the integrity of a Stanislaus State degree. Does it align with the University mission? How transparent is the process to be admitted to the University and into a program? Is the University mission observable in courses? Issues with advising and a confusing process for graduate students applying to the University were highlighted. It was mentioned that currently two projects are underway that will address these issues: the implementation of Smart Planner, a student planning tool integrated with Degree Audit and PeopleSoft, and the system-wide release of new application software called Cal State Apply, which will allow applications for all programs to be handled in one place and reduce redundancies of the old application. C. Claus thanked the committee for their valuable discussions and indicated that the WASC Steering Committee hopes that these stories of success will continue to be shared.

- B. Exception Request Form for Course Time Module exceptions.** S. Schraeder will add a note to both versions of draft forms highlighting the issue of exceptions scheduled directly after the ending of another class in the same room. Multiple faculty have reported that this is problematic for the initial class scheduled in the room as it does not allow a smooth transition of classes. Discussion will continue at the next scheduled UEPC meeting.
 - C. Draft Revisions to Program Revision Form.** Deferred.
 - D. Discontinuation of the Center for Direct Instruction.** Deferred.
 - E. Review of Online and Technology Mediated (OTM) Courses and Programs Policy.** M. Thomas shared that it was indicated that the UEPC might choose to refer this item to the Technology and Learning Services (TLS) Subcommittee of the UEPC to review and draft changes to the policy as the TLS committee finds necessary and appropriate. The committee would forward recommendations to the UEPC to review and recommend to the Academic Senate. The UEPC members affirmed this process. Members were asked to share any concerns with the current policy with M. Thomas. A brief discussion occurred regarding the need for a revised policy. The item will be deferred until the TLS Subcommittee reports.
- VIII. Other (information only).** The next meeting is scheduled for Thursday, February 23, 2017 from 2:00 p.m. to 4:00 p.m., in MSR 200.
- IX. Adjournment.** The meeting adjourned at 4:00 p.m.

Respectfully submitted,

Sarah Schraeder, Recording Secretary