

University Educational Policies Committee  
California State University, Stanislaus  
Meeting Minutes  
**August 25, 2016**

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

Excused: J. Li

- I. **Call to Order.** M. Thomas called the meeting to order at 2:04 p.m. Introductions were shared.
- II. **Approval of Agenda.** The agenda was approved as distributed.
- III. **Approval of Minutes.** The minutes of April 28, 2016 were approved as distributed.
- IV. **Announcements/Reports.** M. Thomas noted that there was a call for participation for the Presidential listening tour Transition Team. At their first scheduled meeting for fall 2016, the Committee on Committees will review a replacement for the College of Arts, Humanities, and Social Sciences representative and a Counseling representative to the UEPC for 2016/17. A representative from the Associated Student Body Inc. will also join the UEPC this fall.
- V. **Subcommittee/Committee Reports**
  - A. **Assessment of Student Learning Subcommittee Year-End Report.** Deferred until Year-End report received.
  - B. **Technology and Learning Subcommittee Year-End Report.** Deferred until Year-End report received.
  - C. **University Writing Committee Year-End Report.** The University Writing Committee Year-End Report for 2015/16 was reviewed and approved as distributed.
  - D. **Graduate Council Year-End Report.** The UEPC reviewed the Graduate Council Year-End Report for 2015/16. A discussion occurred regarding an item from Graduate Council relating to the transcript requirements for Graduate Admission. During the 2015/16 academic year, the Graduate Council discussed a change in Title 5 requirements that would no longer mandate prospective students to the CSU to submit every single transcript of their college career to apply for Graduate Education. It was noted that the policy change only affected Graduate Education at Stanislaus State because the undergraduate requirements are much more specifically prescribed in Title 5 and the probationary period is much longer for undergraduate

students. It was noted that there is an expiration of course work (7 years), but extensions can be filed to allow coursework expiration to be extended. Discussion in Graduate Council regarding this item will continue during the 2016/17 academic year.

A question was asked regarding students whose progress has stagnated in a graduate program. L. Bernardo noted that a list of students is sent to the graduate program coordinators, and the graduate program coordinator determines the status of the student. Program reviews are forwarded to the graduate program coordinators because the student record system does not calculate the 3.0 GPA to determine a graduate student status in the program.

## **VI. Old Business**

**A. Policy for Change of Major, Adding a Second Major, Adding an Additional Minor.** The UEPC item to review a policy for change of major, adding a second major, and/or adding an additional minor was initially added to the agenda for the committee in the 2013/14 academic year. In September 2014, a UEPC-approved draft policy regarding the change of major, adding a second major and/or adding an additional minor was submitted to the Academic Senate for review and approval. The item was returned to the UEPC after the Academic Senate completed a first reading of the draft policy and requested additional data to support the need for a policy. The reason for the delay of the discussion of the item relates to the difficulties of extracting valuable data from the system regarding student's changing a major, adding a second major, and/or adding an additional major at specific unit counts for students. There are many variables that make such an extraction of data quite difficult. A discussion occurred regarding the need for a policy and if such a policy will be valuable to the current student population. Given the challenge in extracting the data requested, the significant changes to financial aid policy and practice since 2014, and the University's current efforts related to the recently released Graduation Initiative 2025, M. Thomas will forward a note to the Enrollment Management Committee to update the committee on the status of the item and to request a review of the necessity of the policy.

## **VII. New Business**

- A. Charge of the Assessment of Student Learning Subcommittee.** During spring 2016, the subcommittee of the UEPC for Assessment of Student Learning requested that UEPC review the charge of their subcommittee, though information about the purpose of the review was lost over the summer. M. Thomas will further clarification from the subcommittee.
- B. Certification and Recertification Process for General Education Courses.** UEPC members reviewed the memorandum from Scott Davis, Faculty Director of General Education, relating to the certification and recertification process for General

Education Courses. It was noted that the requirement for certification and recertification is a reflection of a system-wide mandate. It was noted that the committee requires a more specific process for the initial certification and subsequent recertification process. A discussion occurred regarding a lack of clarity about the role of GE instruction faculty in the initial certification process per the memorandum and the importance of the program's expertise. It was noted that the request for such an assessment project should require release time or funding to the departments. M. Thomas will send a request for a clarification of the process to S. Davis.

**C. Election of the 2016/17 RSCAPC Representative from the UEPC.** L. French served as the Research, Scholarship, and Creative Activity Policy Committee (RSCAPC) representative from the UEPC for the 2015/16 academic year. French agreed to continue her representation on the committee for the 2016/17 academic year. No opposition were heard and French will represent the UEPC for the 2016/17 academic year on RSCAPC.

**VIII. Other (information only).** The next UEPC meeting is scheduled for Thursday, September 8, 2016 from 2:00-4:00 p.m. in MSR 200.

**IX. Adjournment.** The meeting adjourned at 3:41 p.m.

Respectfully submitted,

Sarah Schraeder, Recording Secretary