

California State University, Stanislaus  
University Educational Policies Committee  
Meeting Minutes  
**October 9, 2014**

Present: R. Esau (recording), L. Bernardo, L. Bettencourt, B. Carroll, L. French, M. Grobner, M. Jaasma, V. Leyva, M. Salameh, J. Sankey, K. Stone, A. Strahm, R. Werling, S. Zong

- I. **Call to Order.** A. Strahm called the meeting to order at 2:05 p.m.
- II. **Approval of Agenda.** The agenda was approved as distributed with the addition of item IV. Old Business G. Mission Statement for General Education.
- III. **Approval of Minutes.** The minutes of September 25, 2014, were approved as distributed.
- IV. **Announcements/Reports.** It was announced that President Sheley approved the Two-Pass Registration System Policy.

M. Salameh proposed discussing the catalog review process and removing the courses that are included in the catalog that are not being offered to students. Having those courses listed in the catalog is not an accurate picture of what is actually available to students to complete their program. In response, it was reported that the catalog review process previously included instructions to the academic departments that the catalog should include only those courses that will be taught during the catalog year in order to give a true picture to students of the curriculum that is available during the catalog year. Departments may "remove" the courses that are not going to be offered. This does not mean the courses are deleted or deactivated from PS. It just means that the courses are "hidden" from the public view in the online catalog. R. Esau will work with the University Catalog Editor to make sure these instructions are included in the next catalog review cycle.

The Assessment of Student Learning Subcommittee reported to K. Stone that one of the charges of the subcommittee is to review the Annual Reports. Only Communication Studies provided its report to the ASL Subcommittee last year. ASL Subcommittee's charge was altered in order to give adequate time and attention to the review of these reports. It was suggested that the ASL Subcommittee advertise its availability to conduct a peer review of the Annual Reports if departments are interested.

- V. **Subcommittee/Committee Reports.**
  - A. **General Education Subcommittee Minutes (4/8/14, 9/10/14).** Revised minutes of 4/8/14 were reviewed and approved. Minutes from 9/10/14 were reviewed and approved.
  - B. **Graduate Council Minutes (5/1/14).** Graduate Council minutes of 5/1/14 were reviewed.
  - C. **Technology and Learning Subcommittee Minutes (4/7/14).** Revised minutes of 4/7/14 were reviewed and approved.
  - D. **University Writing Committee Minutes (5/9/14).** Revised minutes of 5/9/14 were reviewed and approved.

**VI. Old Business**

- A. Revised Calendar for College Year 2016-2017.** Deferred.
- B. Draft Calendar for College Year 2017-2018.** Deferred.
- C. Draft Calendar for College Year 2018-2019.** Deferred.
- D. Consultation Between Programs on Co-developing Language.** Following discussion, the UEPC members agreed it is important to develop a business process and possible policy for consultation on curricular matters. A. Strahm will draft some rudimentary procedures and guidelines concerning consultation. Discussion will continue at the next scheduled UEPC meeting.
- E. Academic Program Review: Cognitive Studies (BA).** Deferred until a Special Review Committee Report is received.
- F. Academic Calendar Survey for Spring Break.** Results from the Academic Calendar Survey for Spring Break were shared. The results of this survey are in direct opposition of the previous survey in 2010. It was decided to share the results of the survey with the Academic Senate as a discussion item. R. Esau will research the other CSU campuses to find out when spring break is scheduled. Discussion will continue at the next scheduled
- G. Mission Statement for General Education.** The Mission Statement for General Education underwent a first reading at the Academic Senate. Several suggestions were made to refine the statement to be less emotional. Following discussion, revisions were made. The revised version will be sent to the Senate Executive Committee for Academic Senate consideration.

**VII. New Business.**

- A. University-wide Assessment Advisory Council.** Both the General Education Subcommittee and the Assessment of Student Learning Subcommittee were asked to provide a representative to participate in the University-wide Assessment Advisory Council, an advisory committee to the Interim Associate Vice President for Academic Planning and Analysis on issues of assessment. It was questioned whether the Charge of each subcommittee should be revised to include representation on the advisory council. Following discussion, the UEPC endorses the participation of both the General Education Subcommittee Chair and the Assessment of Student Learning Subcommittee Chair to be on the University-wide Assessment Advisory Council. It is not recommended to change the Charge of either subcommittee because the advisory council is not necessarily a permanent committee and participation is an advisory role. A. Strahm will communicate the recommendation to both subcommittee chairs.
- B. Fall 2016 Registration Policy.** The current registration policy needs to be changed in order to be consistent with the Two-Pass Registration Policy. Policy consistency needs to be in place so that students understand the calendar and posted deadline dates for registration. L. Bernardo will provide the UEPC with copies of the contradictory policy language. Discussion will continue at the next scheduled UEPC meeting.

- C. Review of the Two-Pass Registration System.** The UEPC needs to put into place a process to review the Two-Pass Registration System in cooperation with the Vice President for Enrollment and Student Affairs. The UEPC would like a data set created that would indicate if there have been student athletes adversely affected by not having a special priority in registration. Have any of our student athletes been disqualified from the NCAA because they cannot get into a required class? Currently, there is special priority registration for three groups of students on campus: foster youth, veterans, and a special population of disabled students. Discussion will continue at the next scheduled UEPC meeting.
- VIII. Other (information only).** The next UEPC meeting is scheduled for Thursday, October 23, 2014, from 2:00-4:00 p.m., in MSR 200.
- IX. Adjournment.** The meeting adjourned at 4:03 p.m.

Respectfully submitted,

Randi Esau, Recording Secretary

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