

California State University, Stanislaus
University Educational Policies Committee
Meeting Minutes
November 10, 2011

Present: E. Broadwater, R. Esau (recording), B. Foreman, M. Hight, M. Huang, M. Khodabandeh, H. Kornuta, C. Roe, K. Schoenly, K. Stone

Excused: M. Bender, R. Floyd

Guest: J. Strong

- I. **Call to Order.** B. Foreman called the meeting to order at 2:00 p.m.
- II. **Approval of Agenda.** The agenda was approved as distributed.
- III. **Approval of Minutes.** The minutes of October 27, 2011, were approved as distributed.
- IV. **Announcements/Reports.** H. Kornuta thanked B. Foreman and members of the University Educational Policies Committee for the memorandum that was sent to the Speaker of the Faculty regarding the WASC Special Visit Report.
- V. **Old Business.**
 - A. **Academic Calendar and OIT Server Maintenance Days.** The Faculty Affairs Committee reviewed and agreed with the proposed dates when OIT will be performing Blackboard server maintenance and upgrades. The UEPC will communicate with B. Duggan regarding the proposed dates. B. Duggan will then send out announcements to the campus community specifying the dates that Blackboard will be unavailable due to server maintenance and upgrades.
 - B. **Program Suspension Policy.** The Policy for the Suspension and Discontinuance of Academic Programs was sent by UEPC to the Senate Executive Committee (SEC) for Academic Senate consideration. At the SEC meeting, concerns were raised by the Provost regarding the policy. Some of the concerns were addressed with friendly amendments to the policy. The policy had its first reading at the Academic Senate on Tuesday, November 1, 2011. Based on comments during the first reading, the Academic Senate returned the policy to the UEPC for possible further revision. J. Strong joined the UEPC to continue discussions on some of the wording/meaning of the policy. He is concerned with the sentence "in all cases, program suspension shall be implemented before discontinuation is considered." He requested that the sentence be added: "In rare and unusual cases and in consultation with, and agreement of, the University Educational Policies Committee or the Graduate Council, program discontinuance could be instituted in lieu of suspension." He feels there needs to be some flexibility allowed within the policy, especially as we're working through the difficult budget climate. B. Foreman thanked J. Strong for coming and invited the Provost to send any additional revisions to the UEPC. The UEPC members continued refinement discussions of the policy. Additional edits were made. The policy will be returned to the Senate Executive Committee for Academic Senate consideration.

VI. New Business.

- A. Changing Drop Course/Section Date to 5 Days.** Recent reductions in course offerings have created a rise in the number of seats filled in each class. If students who decide not to take a class and then drop the class in a timely way, seats will be available for students who need the class. Currently, students may be registered for classes they do not plan to complete until the Census Date (twentieth day of instruction). The administration is requesting the UEPC to consider revising the Registration Policy to change the last day students may drop a course without penalty to the fifth day of instruction for fall and spring semesters. After the fifth day of instruction and up until Census Date, students dropping a course would be charged a late drop fee of \$25. Following discussion, the UEPC members agreed to revise the Registration Policy, prepare a resolution, and forward it to the Senate Executive Committee for Academic Senate consideration.
- B. Super Senior Classification.** It was brought to the UEPC's attention that email messages were sent out to students who have completed 140-170 units of coursework and have not progressed toward graduation. These students have been classified as "super seniors." H. Kornuta reported that M. Jaasma, the AVP for Academic Planning and Analysis, worked with the VP for Enrollment and Student Affairs in contacting the 48 students who have completed 140-170 units, to assist them in degree completion. One reason for these students to continue without degree completion is that we have a generation of students who depend on financial aid to live. M. Jaasma has met with approximately half of the students in this classification and is working with them to devise a plan to complete their degree. The administration is requesting that a policy be instituted that would require a student to declare a major by the time he/she has reached a specific unit level. The UEPC will invite M. Jaasma to the next scheduled UEPC meeting to continue discussions.
- C. CSU Executive Order 1062 – Field Trip Policy and Procedure.** Deferred.
- D. CSU Executive Order 1064 – Student Internships.** Deferred.
- E. CSU Executive Order 1065 – General Education Breadth Requirements.** Deferred.
- VII. Subcommittee/Committee Reports.** Minutes were received from the Graduate Council (5/5/11, 9/15/11).
- VIII. Other (information only).** The next UEPC meeting is scheduled for Thursday, December 8, 2011, from 2:00-4:00 p.m., in MSR 200.
- IX. Adjournment.** The meeting adjourned at 4:10 p.m.

Respectfully submitted,

Randi Esau, Recording Secretary