

California State University, Stanislaus
University Educational Policies Committee
Meeting Minutes
December 11, 2014

Present: R. Esau (recording), L. Bettencourt, B. Carroll, L. French, M. Grobner, M. Jaasma, K. Stone, A. Strahm, S. Zong (proxy for J. Sankey)

Excused: V. Leyva, M. Salameh, J. Sankey, R. Werling

- I. **Call to Order.** A. Strahm called the meeting to order at 2:07 p.m.
- II. **Approval of Agenda.** The agenda was approved as distributed.
- III. **Approval of Minutes.** The minutes of November 13, 2014, were approved as distributed.
- IV. **Announcements/Reports.** It was reported that the General Education Mission Statement and the GPA for Minors Policy were approved by the President. The General Education Goals will be vetted by the Academic Senate at its next meeting.
- V. **Subcommittee/Committee Reports.**
 - A. **Graduate Council Minutes (10/16/14).** Minutes were reviewed from the Graduate Council (10/16/14).
- VI. **Old Business**
 - A. **Policy for Change of Major, Adding a Second Major, Adding an Additional Minor.** Deferred until data is available from Enrollment Services.
 - B. **Consultation Between Programs on Co-developing Language.** A. Strahm sent a request to each college curriculum committee chair to find out what policies and processes are in place at the college level when it comes to consultation and contestation with regard to new programs, program revisions, and new/modified course proposals. To date, many of the college committees do not take formal meeting minutes, which is problematic when considering the responsibility given to the colleges regarding consultation. The UEPC charge indicates "Upon proper constitution of the curriculum committees within the colleges, the UEPC may delegate any of its powers to those committees. The curriculum committee of each college shall inform the committees of the other colleges of matters which may impact their respective curricula through the distribution of their minutes. If no objections are expressed within fifteen (15) working days from distribution, the proposed changes will become effective and will be reported to the Associate Vice President for Academic Planning and Analysis." It was suggested that proposed new courses and modified courses be shared with the campus community via Facnet and the Faculty-Only listserv. When the UEPC agenda and approved UEPC minutes are posted to Facnet and the Faculty-Only listserv, R. Esau will include a list of courses that are coming up for final approval, allowing a 2-week opportunity for anyone to contact Academic Programs to request a copy of the proposal and to file an objection. If no objections are received within the 2-week timeline, then the course will proceed toward final approval consideration from AVP Jaasma. A. Strahm will

communicate this change in curriculum approval process to the campus via an announcement sent at the beginning of the spring semester. The UEPC feels this will afford the faculty the opportunity to know what curriculum is being proposed, and will allow time for consultation should a faculty member or department wish to view the proposed curriculum prior to final approval. It was suggested that each college representative look at their college constitution and report back to the UEPC what is listed on it regarding curriculum and the role of the college curriculum committee. Discussion will continue at the next scheduled UEPC meeting.

- C. **Academic Program Review: Cognitive Studies (BA).** Deferred until a Special Review Committee Report is received.
 - D. **Fall 2016 Registration Policy.** Deferred until L. Bernardo confirms what is needed for this item.
 - E. **Review of the Two-Pass Registration System.** Enrollment Management took a snapshot of data after the first pass, and after the second pass for the fall 2014 registration cycle. This is being repeated for the spring 2015 registration. S. Espinoza will be working with Institutional Research to study the data and respond. The UEPC cannot come to any conclusions until the Enrollment Management Committee studies the data and provides a report to the UEPC. It is expected that the report will be given to the UEPC next fall. Institutional Research will continue to gather data on the two-pass registration system. This item is deferred until fall 2015.
 - F. **Assessment of Student Learning Subcommittee – University-wide Baccalaureate Program Learning Goals.** The University-wide Assessment Advisory Council is looking at creating undergraduate learning outcomes. The Assessment of Student Learning Subcommittee is interested in taking on the task of developing University-wide Baccalaureate Learning Outcomes. The UEPC is in agreement that this task is within the purview of the Charge of the ASL Subcommittee and gives its approval to move forward with the task. It is requested that the ASL Subcommittee provide the UEPC with a progress report at the end of spring 2015 and provide draft learning outcomes by the end of fall 2015. A. Strahm will communicate this approval with K. Nainby and A. Mboka.
- VII. **New Business.** None to report.
- VIII. **Other (information only).** The next UEPC meeting is scheduled for Thursday, January 29, 2015, from 2:00-4:00 p.m., in MSR 200.
- IX. **Adjournment.** The meeting adjourned at 3:47 p.m.

Respectfully submitted,

Randi Esau, Recording Secretary