

California State University, Stanislaus
University Educational Policies Committee
Meeting Minutes
February 23, 2012

Present: R. Esau (recording) B. Foreman, M. Hight, M. Huang, L. Johnson, M. Khodabandeh, H. Kornuta, V. Leyva, C. Roe, K. Schoenly, K. Stone, A. Strahm

Excused: E. Broadwater, R. Floyd

Guests: L. Bernardo, E. Littlepage

- 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 February 9, 2012, were approved as distributed.
- IV. **Announcements/Reports.** M. Hight shared an article "Why Does the Faculty Resist Change?" from *Change* magazine January/February 2012 edition. She felt it was a very good article and provided several copies for the UEPC members.
- V. **Old Business**
 - A. **Super Senior Classification.** It was agreed to address agenda items A., D., and E. together using the lens of the current Undergraduate Policy on Academic Advising. L. Bernardo and A. Strahm reported that the Ad Hoc Advising Committee has met and two action items were discussed: 1. Request the Advising Resource Center provide training on helpful advising hints that are not always communicated well to the campus community; 2. Allow the Advising Resource Center staff to conduct a 1-hour session of introductory class time to help students discover where they can get information on general education requirements and other advising topics. Items A., D., and E. will be deferred until further information is received from the Ad Hoc Advising Committee.
 - B. **CSU Executive Order 1062 – Field Trip Policy and Procedure.** H. Kornuta reported there is a working group that is dealing with the formulation of a Policy on Field Trips based on the Executive Order 1062 and current campus practices. This group is set to convene on March 1, 2012.
 - C. **CSU Executive Order 1064 – Student Internships.** H. Kornuta reported there is a working group that is dealing with the formulation of a Policy on Student Internships based on the Executive Order 1064 and current campus practices. This group is set to convene on March 1, 2012.
 - D. **Mandatory Advising Policy for Undeclared Students.** See item A. above.
 - E. **Policy for Declaration of Major.** See item A. above.

- F. Individual Study.** Deferred until the Provost forwards a draft policy revision for consideration.
- G. Program Suspension Policy.** H. Kornuta presented a revised working draft of the Policy for the Suspension and Discontinuation of Academic Programs. Following discussion, it was agreed to add the following sentence to page 2 just above the flow chart: “In those rare cases, the recommendation to discontinue immediately should be made during the committee review process and gain consensus from the three levels of review (Special Review Committee, UEPC / Graduate Council, and AS). All recommendations to suspend or discontinue are subject to approval by the Provost/VPAA.” Further discussion is deferred until the next scheduled UEPC meeting, giving members the opportunity to review the draft more carefully.
- H. Credit Hour Policy.** Deferred.

VI. New Business

- A. Academic Program Review.** H. Kornuta and E. Littlepage presented a brief overview of organizational changes being proposed for the Academic Program Review Procedures, specifically discussing the connection between Annual Assessment Reporting and the APR process. The PowerPoint presentation slides will be made available to the UEPC members on Blackboard. E. Littlepage presented an overview of TaskStream, an accountability management system currently being piloted for accreditation and academic program review. Discussion will continue at the next scheduled UEPC meeting, granting both H. Kornuta and E. Littlepage a time certain at 2:00pm.
- B. Resolution for Enrollment Containment.** Deferred.
- C. Two-Pass Registration System.** The UEPC members discussed the draft Resolution for Two-Pass Registration System that will allow students to register for 12 units during the first round of priority registration using the current registration priority of seniors, master’s and credential students, freshmen, juniors, sophomores, and unclassified post baccalaureate students, followed by a second registration period for additional units. The UEPC had forwarded a similar resolution (which allowed for 9 units for the first pass) to the Academic Senate last year which resulted in a non-approval from the President. Currently, 85% of CSU Stanislaus students receive financial aid. Due to students not being able to enroll into classes that count toward progress to their degree, it was determined that the resolution should be revised and reintroduced to the Academic Senate allowing, instead, 12 units, which would allow students to receive financial aid funding. Following discussion, it was moved by V. Leyva, seconded by K. Schoenly, and voted unanimously to revise the resolution to allow students to register for 12 units during the first round of priority registration for a period of 10 days, followed by a second round of registration for a period of 5 days, and immediately followed by open registration that normally lasts until 11:59pm of the day before the first day of instruction, contingent upon the registration system allowing for two priority registration rounds. The registration priority would be changed to seniors, master’s and credential students, juniors, sophomores, freshmen, and unclassified post baccalaureate students. B. Foreman will finalize the Resolution for Two-Pass Registration System and R. Esau will submit it to the Senate Executive Committee for Academic Senate consideration.

VII. Subcommittee/Committee Reports. The UEPC members reviewed the minutes from the various subcommittees. Of concern were the University Writing Committee minutes from 11/16/11. It was determined that draft minutes were inadvertently distributed to the UEPC members. It was suggested that the UEPC needs to give greater support to the University Writing Committee in the administration of its charge. The UWC is charged with making sure the writing proficiency courses meet the requirement of discipline-specific writing and that there is developmental feedback occurring in the writing process. The UWC may decertify a WP course if it is not meeting the requirements. The Interim Coordinator of the Writing Proficiency Screening Test reports directly to H. Kornuta. K. Stone reported that the Graduation Writing Assessment Requirement (GWAR) needs to be reaffirmed by the Academic Senate every 5 years. The last reaffirmation occurred in 2008. The final, approved UWC minutes from 11/16/11 will be forwarded to the UEPC for review at the next scheduled meeting.

Following discussion of the General Education Subcommittee minutes, it was moved by V. Leyva, seconded by L. Johnson, and voted unanimously to accept the General Education Subcommittee minutes from 10/26/11, 11/30/11, and 12/13/11. The 1/26/12 minutes were not accepted as they need to be revised to not include personnel information.

Following discussion of the Assessment of Student Learning Subcommittee minutes, it was moved by A. Strahm, seconded by K. Stone, and voted unanimously to approve the Assessment of Student Learning Subcommittee minutes from 5/11/11 and 9/12/11.

Following discussion of the Technology and Learning Subcommittee minutes, it was moved by L. Johnson, seconded by V. Leyva, and voted unanimously to approve the Technology and Learning Subcommittee minutes from 11/3/1 and 12/1/11.

K. Stone will follow up with the Senate Office regarding the quality of the minutes of the subcommittees of the UEPC.

VIII. Other (information only). H. Kornuta reported that she met with the General Education Subcommittee Chair and B. Foreman regarding a candidate recommendation for the position of Faculty Director for General Education. Because the spring semester is underway, the original compensation offered for the full spring 2012 semester was revised to reflect the remaining time in the semester. The compensation revision has been sent to the candidate and a response is expected soon.

IX. Adjournment. The meeting adjourned at 4:05 p.m.

Respectfully submitted,

Randi Esau, Recording Secretary