

California State University, Stanislaus
University Educational Policies Committee
Meeting Minutes
March 22, 2012

Present: R. Esau (recording) B. Foreman, M. Hight, M. Huang, L. Johnson, H. Kornuta, C. Roe,
K. Schoenly

Excused: E. Broadwater, R. Floyd, M. Khodabandeh, V. Leyva, K. Stone

- I. **Call to Order.** B. Foreman called the meeting to order at 2:20 p.m., ensuring a quorum is present for voting.
- II. **Approval of Agenda.** The agenda was approved as distributed.
- III. **Approval of Minutes.** The minutes of March 8, 2012, were approved as distributed.
- IV. **Announcements/Reports.** B. Foreman reported the Resolution for Two-Pass Registration System (pilot) was discussed at Academic Senate. A friendly amendment to the resolution was approved to change the units from 9 to 10 for the first priority registration cycle and Enrollment Services will review the process following two complete registration cycles and provide a report to the Academic Senate by March 30, 2013.
- V. **Old Business**
 - A. **Super Senior Classification.** Deferred.
 - B. **CSU Executive Order 1062 – Field Trip Policy and Procedure.** Deferred.
 - C. **CSU Executive Order 1064 – Student Internships.** Deferred.
 - D. **Mandatory Advising Policy for Undeclared Students.** Based on previous UEPC discussions, B. Foreman drafted a resolution for Mandatory Advising for Undeclared Students, stating that all students who have not yet declared a major shall receive academic advising each semester and that students will have a hold on their registration until advising is completed each semester. Following discussion, it was moved by L. Johnson, seconded by K. Schoenly, and voted unanimously to approve the resolution and forward it to the Senate Executive Committee for Academic Senate consideration.
 - E. **Policy for Declaration of Major.** Based on previous UEPC discussions, B. Foreman drafted a resolution for Policy for Declaration of Major, stating that students attending CSU Stanislaus must declare a major once they have accumulated 60 units of credit. For students who transfer from other institutions with 60 units or more, they must declare a major by the beginning of their second semester at CSU Stanislaus. Following discussion, it was moved by L. Johnson, seconded by M. Huang, and voted unanimously to approve the resolution and forward it to the Senate Executive Committee for Academic Senate consideration.
 - F. **Individual Study.** Deferred.

G. Program Suspension Policy. Discussion continued regarding the current draft of the Policy for the Suspension and Discontinuance of Academic Programs. It was suggested to add the following language to the last paragraph in item 6 of the draft policy: “Circumstances that may lead to this conclusion include (but are not limited to) 1) failure of program faculty to submit an annual progress document in a timely manner, 2) failure of program faculty to meet goals and/or deadlines included in their reimplement plan, 3) substantive changes in the availability of resources or other circumstances that make recovery of the program unlikely. If a suspended program is discontinued early, the relevant reviewing bodies and administrators will explain their reasoning in writing to the Academic Senate.” Discussion ensued over the possibility/feasibility of adding Minors, Concentrations, Emphases, Options, Credentials, and Academic Certificates to the definition of Academic Programs. The UEPC members felt it was beneficial to allow the same scrutiny to be given to all such academic programs. It was mentioned that with the possibility of program suspension, there are now four possible outcomes associated with the Academic Program Review process: “1. Program approved for continuance ...”; or “2. Program approved for continuance with specified modifications and under conditions noted...”; or “3. Program recommended for suspension...”; or “4. Program recommended for discontinuance. The university’s policy for program discontinuance is initiated.” The APR Procedures will need to be updated to reflect the four possible outcomes so that it aligns with the Policy for the Suspension and Discontinuance of Academic Programs. With the additional edits, H. Kornuta will share a revised draft with the Provost. Discussion will continue at the next scheduled UEPC meeting.

H. Credit Hour Policy. Deferred.

I. Academic Program Review. H. Kornuta requested that the UEPC members be prepared to vote on the revised appendices of the Academic Program Review Procedures at the next scheduled UEPC meeting. H. Kornuta and E. Littlepage have requested time certain with each College Dean/Department Chair’s meeting to present the revised Academic Program Review Procedures, Implementation Plans, and Annual Reporting process. So far, they’ve met with the College of Human and Health Sciences and the College of Business Administration. Discussion will continue at the next scheduled UEPC meeting.

VI. New Business

A. Resolution for Enrollment Containment. Deferred.

B. Repeat Policy. A message was received from T. Abrams (Mathematics) asking if the current Repeat Policy is correct as stated in the catalog. Following discussion, B. Foreman will respond to T. Abrams to let him know that the policy is accurate and will remain as written in the catalog.

C. Technology and Learning Subcommittee Clicker Report and Recommendation. A report was received from the Technology and Learning Subcommittee (TLS) regarding Clicker Standardization for CSU Stanislaus. On January 27, 2011, in response to a California State Student Association Resolution in Support of the Standardization of Student Response Systems, the UEPC directed the TLS to study the issue of clicker standardization, gather information from across campus, and organize and host an open forum/workshop in which the various companies would be invited to demonstrate their specific Student Response

Systems for faculty and students. TLS completed its task and has forwarded two recommendations to the UEPC: 1) that UEPC pursue a campus policy of clicker standardization, and 2) the campus policy on clicker standardization name the i>Clicker2 as the preferred device used by faculty and students. Following discussion, it was determined that the TLS should draft a policy for clicker standardization and forward it to the UEPC for review. Discussion will continue once a draft policy has been received.

VII. Subcommittee/Committee Reports. None to report.

VIII. Other (information only). Due to the number of agenda items requiring attention this semester, it was decided to schedule an additional meeting for **Thursday, April 5, 2012, from 2:00-4:00 p.m., in MSR 200**. In addition, the last UEPC meeting scheduled for May 10, 2012, conflicts with the 2012 Spring General Faculty meeting. The last meeting of the semester has been changed to **Thursday, May 3, 2012, from 2:00-4:00 p.m., in MSR 260** (MSR 200 was not available).

IX. Adjournment. The meeting adjourned at 4:10 p.m.

Respectfully submitted,

Randi Esau, Recording Secretary

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