

California State University, Stanislaus
University Educational Policies Committee
Meeting Minutes
April 26, 2012

Present: E. Broadwater, R. Esau (recording) B. Foreman, M. Hight, M. Huang (by proxy), L. Johnson, H. Kornuta, V. Leyva, K. Schoenly, K. Stone, A. Strahm

Excused: R. Floyd, M. Khodabandeh, C. Roe

Guests: J. An, L. Bernardo, B. Duggan, W. Jacobs, C. Mercier, G. Pillsbury, M. Thomas

- I. **Call to Order.** B. Foreman called the meeting to order at 2:03 p.m.
- II. **Approval of Agenda.** The agenda was approved as distributed.
- III. **Approval of Minutes.** The minutes of April 5, 2012, were approved as distributed.
- IV. **Announcements/Reports.** D. Shimek informed B. Foreman that the UEPC is charged with enforcing 11/AS/08/UEPC – Instructional Materials Accessibility Policy, specifically that faculty book orders must be made 90 days before the start of the semester. B. Foreman reported that the Academic Senate discussed the Bachelor of Science in Health Science proposal and the recommendations for reorganization.
- V. **Old Business**
 - A. **New Degree Program Proposal: Bachelor of Science in Health Science.** At its January 26, 2012, meeting, the UEPC voted approval of the new degree program proposal for the Bachelor of Science in Health Science. Since that time, the Faculty Budget Advisory Committee has reviewed the proposal and is recommending that the degree program with the self-support concentration in Health Leadership and Administration receive campus approval. The state-support concentration is not recommended at this time due to budget constraints. The UEPC members discussed the recommendation via email and reached consensus that the new degree program proposal for the BS in Health Science, concentration in Health Leadership and Administration be approved and offered through University Extended Education effective fall 2012. B. Foreman will prepare a formal resolution and forward it to the Senate Executive Committee for Academic Senate consideration. A revised proposal (to remove all references to the state-support concentration) will be prepared by R. Esau and forwarded to the SEC for AS consideration.
 - B. **Academic Program Review.** As a follow up from the previous discussion regarding the revised Academic Program Review Procedures (reference UEPC minutes from February 23, 2012, and March 8, 2012), H. Kornuta is requesting that the APR Procedures receive approval from the UEPC. Many campus presentations and discussions resulted in the APR Procedures being reorganized by topic, the external consultant's role (previously external reviewer) has been clarified, the self-study template was created, and the Implementation Plan and Annual Report templates have been revised. It was suggested that an announcement be shared at the next Academic Senate meeting to present the new and improved Academic Program Review Procedures. Following discussion, it was moved by L. Johnson, seconded by A. Strahm, and

voted unanimously to approve the revised Academic Program Review Procedures and Appendices. H. Kornuta recognized the work of the Assessment of Student Learning Subcommittee, staff, faculty, and many hours of team work that went into preparing the revised APR Procedures.

- C. **Credit Hour Policy.** The UEPC members reviewed the draft Credit Hour Policy with source comments included. Following discussion, it was suggested to send the draft policy to the Technology and Learning Subcommittee for review, specifically for area B6 of the draft policy. B. Foreman will forward the draft Credit Hour Policy to the TL Subcommittee.
- D. **Individual Study.** Following several meetings in which this topic was discussed, it was decided to table further discussions until after the Holistic Program Review process has concluded and only if the Individual Study process is determined to be problematic across the University. It was suggested that support for faculty and students using Individual Study could be offered by placing examples of faculty/student agreements (in the form of templates) on the website for reference.
- E. **Super Senior Classification.** Currently, there are no procedures in place for how super senior students at various levels are handled at CSU Stanislaus. This has caused inconsistent advising and conflicting information to be shared with students. As of spring 2012, there are 133 students who have earned over 150 units. The cap for financial aid eligibility is 150 units (previously it was 180 units). The students over 150 units have been put on notice. It would be desirable to have a set of procedures that can be referenced consistently in order to advise effectively, especially important in light of the budget climate and the difficulty some students are having in getting into the classes they need to advance to graduation. The UEPC will continue discussions at the next scheduled UEPC meeting.
- F. **CSU Executive Order 1062 – Field Trip Policy and Procedure.** It was reported that the draft policy is still being developed by the workgroup. The working copy with sources referenced is available in Blackboard.
- G. **CSU Executive Order 1064 – Student Internships.** It was reported that the draft policy is still being developed by the workgroup. The working copy is available in Blackboard.
- H. **Technology and Learning Subcommittee Clicker Report and Recommendation.** J. An, B. Duggan, W. Jacobs, and G. Pillsbury joined the UEPC to discuss the Technology and Learning Subcommittee's Clicker Report and Recommendations. After conducting a comprehensive study, the TL Subcommittee recommended standardization of the student response system brand, i>Clicker. The recommendation was made in response to the Chancellor's Office mandate and the California State Student Association requesting that all CSU campuses standardize the use of clickers in order to save students from purchasing more than one form of student response system. A draft resolution was reviewed by the UEPC members. Discussion will continue at the next scheduled UEPC meeting.

VI. New Business

- A. **Advising for Pre-Nursing Students.** There are a large number of pre-nursing students that are being advised by the Advising Resource Center (ARC) and the School of Nursing. The UEPC members expressed concern that the pre-nursing students do not receive a strong

enough message about how difficult it is to be accepted into the nursing program. One out of 10 students that apply is accepted. It is very competitive and most do not make it. It was suggested that these students be required to declare a second choice major should they not be accepted into the nursing program. Discussion will continue and an invitation for a time certain will be extended to D. Tavernier (School of Nursing) and F. Beltran (ARC) for the next scheduled UEPC meeting.

B. Waitlists. Deferred.

C. Resolution to Revise Add/Drop Policy. The Resolution to Revise/Add Drop Policy was reviewed by the Faculty Budget Advisory Committee and revisions were made. It was suggested that M. Khodabandeh should be present for this discussion. Following discussion, it was moved by L. Johnson, seconded by A. Strahm, and voted unanimously to table the Resolution to Revise Add/Drop Policy until a review of the two-pass registration system has been conducted.

D. General Education Goals and Assessment. C. Mercier, Facilitator for General Education, and M. Thomas, Chair of the General Education Subcommittee, joined the UEPC to discuss the General Education Goals and plans for assessing the goals. The General Education Goals were presented at Academic Senate, but the goals were returned to the G.E. Subcommittee because there was not a clear understanding of how the goals would be assessed. The G.E. Subcommittee developed a means for assessing the General Education Goals and developed a plan for recertifying General Education courses. Following discussion, the UEPC members are in support of having the revised General Education Goals and Assessment returned to Academic Senate for continued review and thanked C. Mercier and M. Thomas for their work on general education.

E. Ad Hoc Committee on College Reorganization Report and Recommendation. Following discussion, it was moved by L. Johnson, seconded by A. Strahm, and voted unanimously to approve the Ad Hoc Committee on College Reorganization Report and Recommendation.

F. Program Revision: Bachelor of Arts in Theatre Arts. Deferred.

VII. Subcommittee/Committee Reports. Minutes were received from the Assessment of Student Learning Subcommittee (3/1/12), the General Education Subcommittee (3/5/12), and the University Writing Committee (3/6/12).

VIII. Other (information only). The last meeting of the semester has been scheduled for 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