

California State University, Stanislaus  
University Educational Policies Committee  
Meeting Minutes  
May 7, 2015

Present: L. Bettencourt, R. Esau (recording), L. French, J. Sankey, K. Stone, A. Strahm, R. Werling, S. Zong

Excused: L. Bernardo, B. Carroll, M. Grobner, M. Jaasma, V. Leyva, M. Salameh

Guests: B. Duggan, T. Gillihan, D. Shimek

- I. **Call to Order.** A. Strahm called the meeting to order at 2:01 p.m.
- II. **Approval of Agenda.** The agenda was approved as distributed.
- III. **Approval of Minutes.** The minutes of March 26, 2015, were approved as distributed.
- IV. **Announcements/Reports.** None to report.
- V. **Subcommittee/Committee Reports.**
  - A. **Assessment of Student Learning Subcommittee Minutes (11/12/14).** Minutes were received and approved with minor edits needed from the Assessment of Student Learning Subcommittee (11/12/14). R. Esau will make the needed corrections and provide W. Placido with the approved minutes for her records.
  - B. **General Education Subcommittee Minutes (9/3/14 [revised], 12/9/14, 2/3/15, 2/17/15, 3/3/15, 3/17/15).** Minutes were received and approved with minor edits needed from the General Education Subcommittee (9/3/14, 12/9/14, 2/3/15, 2/17/15, 3/3/15, and 3/17/15). R. Esau will make the needed corrections and provide W. Placido with the approved minutes for her records.
  - C. **Graduate Council Minutes (11/20/14, 12/18/14, 2/19/15).** Minutes were reviewed from the Graduate Council.
  - D. **Technology and Learning Subcommittee Minutes (9/17/14 [revised], 10/21/14 [revised], 2/12/15).** Minutes were received and approved with minor edits needed from the Technology and Learning Subcommittee (9/17/14, 10/21/14, and 2/12/15). R. Esau will make the needed corrections and provide W. Placido with the approved minutes for her records.
  - E. **University Writing Committee Minutes (9/5/14 [revised], 10/3/14 [revised], 12/5/14, 1/27/15, 2/24/15, 3/24/15).** Minutes were received and approved with minor edits needed from the University Writing Committee (9/5/14, 10/3/14, 12/5/14, 1/27/15, 2/24/15, and 3/24/15). R. Esau will make the needed corrections and provide W. Placido with the approved minutes for her records.
- VI. **Old Business**
  - A. **Policy for Change of Major, Adding a Second Major, Adding an Additional Minor.** Deferred until data is made available. This will remain as an agenda item for fall 2015.

- B. Academic Program Review: Cognitive Studies (BA).** Deferred until formal report is received. This will remain as an agenda item for fall 2015.
- C. Review of the Two-Pass Registration System.** In order to make an informed recommendation to the Academic Senate concerning the Two-Pass Registration System, the UEPC needs to create a workgroup that will discuss and decide what data and information will need to be collected and analyzed. The workgroup members will be L. Bernardo, L. Bettencourt, M. Jaasma, and K. Stone. This will remain as an agenda item for fall 2015.
- D. Program Revision: Bachelor of Arts in Sociology, concentration in Criminology and Society.** The UEPC minutes from 2/12/15 state “A. Strahm provided a description of the proposed revision to merge the Social Deviance and Criminology and Drug and Alcohol Studies concentrations into the Concentration in Criminology and Deviance Studies. Discussion occurred regarding the format of the new concentration and its title. The committee felt that the title may stigmatize some mental health issues, and it was decided to send it back to the department for further review of the concentration title.” The UEPC received an email from T. Sniezek, revising the title of the proposed concentration to “Criminology and Society. With this change, it was moved by L. Bettencourt, seconded by K. Stone, and voted unanimously to approve the Program Revision for the Bachelor of Arts in Sociology, concentration in Criminology and Society effective fall 2016.

**VII. New Business.**

- A. ADA Technology Committee Year-End Report.** B. Duggan, T. Gillihan, and D. Shimek joined the UEPC to share an update report on the Accessible Technology Initiative (ATI). The report was distributed to the UEPC members. The summary includes items of the most interest to the UEPC – teaching in the classroom, instructional materials, web accessibility, and procurement. At least 10% of students have a non-identified disability. Students need to self-identify and in turn, the campus is under obligation to assist with alternative media. Textbooks should be accessible. The Office of Civil Rights states that materials required for classroom instruction must be made accessible and available at the same time that other non-disabled students have access. It was suggested that the UEPC needs to communicate a reminder to the departments that faculty need to remain in compliance with the ATI. In the case of an instructor not being hired to teach a particular course until right before the beginning of classes, it falls to the department chair to choose a textbook for the course in advance so there is sufficient time to convert the materials should there be a self-identified student with special needs enrolled in the course. Online media has to be captioned. B. Duggan informed the UEPC that captioning is done free of charge for faculty. T. Gillihan is available to meet with departments to pre-plan for disabilities. The UEPC will recommend that departments take advantage of available resources and will be encouraged to submit textbook choices to the Bookstore as early as possible. A. Strahm will add this recommendation to the UEPC Year-End Report for 2014/15 and will recommend that this update report be shared verbally during the first Academic Senate meeting in the fall. The UEPC thanked the guests for coming and for providing the update report on the Accessible Technology Initiative.
- B. Assessment of Student Learning Subcommittee Year-End Report for 2014/15.** The UEPC wishes to thank the members of the Assessment of Student Learning Subcommittee for their hard work and dedication. Following discussion, it was moved by L. Bettencourt, seconded

- by J. Sankey, and voted unanimously to approve the Assessment of Student Learning Subcommittee Year-End Report for 2014/15.
- C. General Education Subcommittee Year-End Report for 2014/15.** The UEPC wishes to thank the members of the General Education Subcommittee for their hard work and dedication. It was an extremely busy year for this subcommittee. The report stated the need for a General Education Director to provide leadership for the general education program. The UEPC will add a recommendation to its year-end report to support the recruitment of a General Education Director with assigned time. Following discussion, it was moved by K. Stone, seconded by J. Sankey, and voted unanimously to approve the General Education Subcommittee Year-End Report for 2014/15.
- D. Technology and Learning Subcommittee Year-End Report for 2014/15.** The UEPC received the Technology and Learning Subcommittee Year-End Report for 2014/15. Following discussion, it was decided the report was missing details and contextual information. The report will be returned to the subcommittee for additional refinement.
- E. University Writing Committee Year-End Report for 2014/15.** The UEPC reviewed the University Writing Committee Year-End Report for 2014/15. Following discussion, it was moved by K. Stone, seconded by J. Sankey, and voted unanimously to accept the report with gratitude for the work that was conducted by the University Writing Committee during 2014/15.
- F. University Educational Policies Committee Year-End Report for 2014/15.** A. Strahm shared a draft of the UEPC Year-End Report for 2014/15. Edits were suggested. Following discussion, it was moved by L. Bettencourt, seconded by J. Sankey, and voted unanimously to approve the University Educational Policies Committee Year-End Report for 2014/15 with the suggested edits.
- VIII. Other (information only).** This meeting concludes the University Educational Policies Committee business for 2014/15. A. Strahm thanked the UEPC members for their commitment and service during 2014/15. The UEPC members expressed thanks to A. Strahm for her leadership and direction. K. Stone will move into the role of the UEPC Chair for 2015/16.
- IX. Adjournment.** The meeting adjourned at 3:58 p.m.

Respectfully submitted,

Randi Esau, Recording Secretary