

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

Present: R. Esau (recording), L. Bernardo (standing guest), L. Bettencourt, B. Carroll, L. French, M. Grobner, M. Jaasma, V. Leyva, M. Salameh, J. Sankey, K. Stone, A. Strahm, R. Werling, S. Zong

- I. **Call to Order.** A. Strahm 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 August 28, 2014, were approved as distributed.
- IV. **Announcements/Reports.** A. Strahm reported the two-pass resolution and policy passed the Academic Senate and will be moving to the President for review/approval.
- V. **Subcommittee/Committee Reports.** None to report.
- VI. **Old Business**
  - A. **Minimum GPAs for Minors.** A draft policy and resolution were reviewed by the UEPC members. After some rewriting, the policy language changed to "To qualify for the minor, students must complete the required number of units in the minor with a minimum GPA of 1.75 (C-), unless the program has higher requirements." Following discussion, a motion was made by J. Sankey, seconded by V. Leyva, and voted unanimously to approve the policy and resolution effective fall 2015. The policy and resolution for Minimum GPAs for Minors will be forwarded to the Senate Executive Committee for Academic Senate consideration.
  - B. **Policy for Change of Major, Adding a Second Major, Adding an Additional Minor.** The Enrollment Management Committee has requested the UEPC to consider creating a policy which will place limits on when students can change their major, add a second major, or add a minor. The Enrollment Management Committee suggested that if students who have reached 90 units wish to change their major or add a minor or a second major, the student must be able to demonstrate they can complete the new major or minor by the time they reach 140 units. Requirements from other CSUs indicate similar policy for handling change of major, adding a second major, and adding an additional minor. L. Bernardo will provide data to determine how many students have changed their major after 90 units. A draft policy and resolution will be reviewed at the next scheduled UEPC meeting.
- VII. **New Business.**
  - A. **Revised Calendar for College Year 2016-2017.** Prior to addressing the need to revise the Calendar for College Year 2016-2017 due to adding a second day for commencement, the UEPC wishes to address the issue of the lateness of spring break. Currently, the Academic Calendar Policy states "During spring term there shall be a one-week holiday – spring break. Best efforts shall be made to align spring break to coincide with Turlock Unified School District's spring break." A survey was conducted campus wide (polling students, staff, and faculty) in 2009/2010, resulting in the current policy language. Following discussion, the

UEPC will conduct another survey concerning spring break, working with Institutional Research to develop a Qualtrics survey. The revision of the Calendar for College Year 2016-2017 and review of the draft Calendars for College Years 2017-2018 and 2018-2019 will be deferred until the survey has been completed and analyzed.

- B. Draft Calendar for College Year 2017-2018.** Deferred – see item VII. A. above.
- C. Draft Calendar for College Year 2018-2019.** Deferred – see item VII. A. above.
- D. Consultation Between Programs on Co-developing Language.** J. Garcia, Speaker of the Faculty for 2013/14, recommended to the Senate Executive Committee to call upon the UEPC and the Graduate Council to begin crafting language that can be used to guide matters surrounding the review and approval process for new courses and programs. Specifically, documentation which clearly articulates the review and approval process, including (but not limited to) the process by which new courses and programs are reviewed and approved, the various players involved in the process (roles and responsibilities), and clear language describing issues such as consultation (what is expected/required). Discussion ensued regarding the current review and approval process. The *Approval for Curricular Actions* document was shared as evidence of a clearly delineated approval process for all curricular matters, but there is not a current policy in place for curriculum development and approval, just best practices and institutional memory. The UEPC members suggested the Faculty Advisory Committee (FAC) might be the better body to address this concern. A. Strahm will contact the FAC for its perspective and guidance. This item is deferred until a response is received from the FAC.
- E. Academic Program Review: Cognitive Studies (BA).** The Academic Program Review Self-Study for the Cognitive Studies (BA) program recommended suspension of the program. The college curriculum committee and the Dean recommended suspension of the major but retention of the minor. In response, M. Jaasma sent a memorandum to J. Strong, requesting a special review of the program, in accordance with the current Policy for the Suspension and Discontinuance of Academic Programs. The UEPC will review the report once it has been completed. Until such time, this item is deferred.
- F. University-wide Assessment Advisory Council.** Deferred.

**VIII. Other (information only).**

- IX. Adjournment.** The meeting adjourned at 4:00 p.m.

Respectfully submitted,

Randi Esau, Recording Secretary