

California State University, Stanislaus  
University Educational Policies Committee  
Meeting Minutes  
**September 8, 2011**

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

Excused: R. Floyd

- 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 April 28, 2011, were approved as distributed.
- IV. **Announcements/Reports.** M. Bender announced the upcoming *Tastes of the Valley* Wine and Cheese Event scheduled for October 6, 2011, at the Stanislaus County Fairgrounds, Exhibit Hall 2 – a great venue with a live auction, proceeds to benefit the Agricultural Studies program.
- V. **Old Business.**
  - A. **Loss of CSU Stanislaus Motor Pool.** An email was sent on April 7, 2011, to departments and programs that may have been affected by the loss of the CSU Stanislaus Motor Pool. The UEPC is looking into the effect elimination of the University motor pool has had upon courses and programs that have field trips as key educational experiences in their curriculum. The committee is looking into concerns that the new method of obtaining vehicles to support field trips is potentially more cumbersome and restrictive. The UEPC is particularly concerned that this change may cause departments and programs to consider changes to their educational pedagogy and eliminate field trips from their courses and programs. Departments and programs that may have field trips as a core part of their curriculum have been contacted to get reactions to the elimination of the motor pool. To date, there has been no evidence suggesting that departments are shying away from utilizing field trips in their curriculum. If the UEPC found that students were getting a less-detailed education, that pedagogy was being affected by the loss of the CSU Stanislaus Motor Pool, then the UEPC would be able to act upon the concern. At this time, it was suggested that K. Schoenly draft a letter to the Travel Services office in Financial Services detailing a list of suggestions that could possibly improve the inconvenience and expense of using Enterprise for contracted vehicle rentals. K. Schoenly will prepare the draft letter and share it with the UEPC members at the next scheduled UEPC meeting.
  - B. **Program Suspension Policy.** The draft Program Suspension Policy was reviewed. Discussion ensued as to whether this document should be a companion document to the current Policy for Discontinuation of Academic Programs or a stand-alone policy. Due to the complicated nature of forming this type of policy, it was suggested that a workgroup be created to focus on its development. B. Foreman, H. Kornuta, L. Johnson, and K. Schoenly will study the issue further and return to the UEPC a working draft to review at a future UEPC meeting.

**VI. New Business.**

- A. Election of RSCAPC Representative from UEPC to serve during 2011-12.** Following discussion, T. Huang volunteered to serve as the UEPC Representative on the Research, Scholarship, and Creative Activity Policy Committee for 2011/12.
- B. CSU Stanislaus Academic Calendar.** The UEPC received a memorandum from P. O'Brien dated July 21, 2011, requesting that the committee evaluate the current CSU Stanislaus academic calendar in order to bring it more in line with other 15-week semester calendars within the CSU system. Following discussion, the UEPC members feel that frequent changes in the calendar are disruptive for students and faculty alike. The recent change from the 4-1-4 required faculty to re-plan their presentation of material for shorter class periods and a greater number of class days. A further change in the number of class sessions per semester would necessitate yet another round of re-planning. Additionally, shortening the number of instructional days by approximately one week would affect students negatively, since they would be asked to learn the same amount of material in less time. The sense of the committee is that the academic calendar should not be reconsidered at this time. B. Foreman will send a response to P. O'Brien.
- C. Academic Calendar and OIT Server Maintenance Days.** B. Duggan sent a request to the UEPC via email to consider identifying on the academic calendar two consecutive days to occur twice a year to be set aside for regular maintenance of OIT servers and systems without adversely affecting instruction. As indicated in the request, the campus is dependent on computer systems for many aspects of instruction and there is a corresponding and growing need for OIT to have some regular maintenance time provided for in the academic calendar when servers and systems such as Blackboard, Mediasite, etc., can be taken offline for upgrades, patches, trouble-shooting, etc. As it stands now, some necessary work on these and other systems may adversely affect instruction when there is insufficient down time between terms. OIT is requesting two consecutive days when no teaching or grading is scheduled. Following discussion, B. Foreman will study the academic calendar and forward suggested dates to review at the next scheduled UEPC meeting.
- D. 2010/11 Annual Report: Assessment of Student Learning Subcommittee.** Deferred.
- E. 2010/11 Annual Report: Technology and Learning Subcommittee.** Deferred.
- F. 2010/11 Annual Report: University Writing Committee.** Deferred.
- G. New Prefix: AGECE (Agricultural Economics).** Following discussion, it was moved by L. Johnson, seconded by K. Schoenly, and voted unanimously to approve the AGECE course prefix for the Agricultural Economics courses.
- H. Program Revision: Bachelor of Arts in Agricultural Studies.** The UEPC reviewed the program revision for the BA in Agricultural Studies as a first reading item. The primary changes to the current BA program include adding recently developed courses into the degree program. Other changes are a result of evolving the discipline, keeping CSU Stanislaus at the forefront of developments in the agricultural industry in providing students with the most current terminology and technology. Additionally, the College of

Business is deactivating its concentration in Agricultural Business (part of the BS in Business Administration degree) and deactivating the Agricultural Business courses that are listed as requirements in the Agricultural Business/Economics concentration within the BA in Agricultural Studies. A new category, Professional Development, is being added to the major core along with two courses in that category. Two of the concentrations are being renamed – Agricultural Business/Economics concentration is being renamed Agricultural Economics and the Permaculture concentration is being renamed Sustainable Agriculture. Following discussion, it was moved by L. Johnson, seconded by K. Schoenly, and voted unanimously to move to a second reading. Hearing no additional questions or concerns, it was moved by L. Johnson, seconded by K. Schoenly, and voted unanimously to approve the Program Revision for the Bachelor of Arts in Agricultural Studies effective Spring 2012.

- I. Program Revision: BA in Agricultural Studies, Agricultural Biology Concentration.**  
The UEPC reviewed the program revision for the BA in Agricultural Studies, concentration in Agricultural Biology as a first reading item. The department is revising the concentration to include additional electives. Following discussion, it was moved by L. Johnson, seconded by K. Schoenly, and voted unanimously to move to a second reading. Hearing no additional questions or concerns, it was moved by L. Johnson, seconded by K. Schoenly, and voted unanimously to approve the Program Revision for the Bachelor of Arts in Agricultural Studies, Agricultural Biology Concentration effective Spring 2012.
- J. Program Revision: BA in Agricultural Studies, Agricultural Economics Concentration.**  
The UEPC reviewed the program revision for the BA in Agricultural Studies, concentration in Agricultural Economics as a first reading item. The department is revising the concentration title from Agricultural Business/Economics to Agricultural Economics. With the deactivation of the BS in Business Administration, Agricultural Business concentration, the Department of Agricultural Studies is revising the concentration to include two critical courses, AGEC 3300 Farm Management, and AGEC 3350 Agriculture Markets and Pricing. Following discussion, it was moved by L. Johnson, seconded by K. Schoenly, and voted unanimously to move to a second reading. Hearing no additional questions or concerns, it was moved by L. Johnson, seconded by K. Schoenly, and voted unanimously to approve the Program Revision for the Bachelor of Arts in Agricultural Studies, Agricultural Economics Concentration effective Spring 2012.
- K. Program Revision: BA in Agricultural Studies, Sustainable Agriculture Concentration.**  
The UEPC reviewed the program revision for the BA in Agricultural Studies, concentration in Sustainable Agriculture as a first reading item. The department is revising the concentration title from Permaculture to Sustainable Agriculture. Sustainable Agriculture is a more appropriate title for this concentration as it reflects the program intent and course content and is more easily understood by potential students and employers. Following discussion, it was moved by L. Johnson, seconded by K. Schoenly, and voted unanimously to move to a second reading. Hearing no additional questions or concerns, it was moved by L. Johnson, seconded by K. Schoenly, and voted unanimously to approve the Program Revision for the Bachelor of Arts in Agricultural Studies, Sustainable Agriculture Concentration effective Spring 2012.

**L. Program Revision: BA in Agricultural Studies, Special Concentration.** The UEPC reviewed the program revision for the BA in Agricultural Studies, Special Concentration as a first reading item. The department is revising the concentration to include changes made to the other Agricultural Studies concentrations. The Special Concentration provides options within the Agricultural Studies major that offer flexibility in the career choice of students in the major. Following discussion, it was moved by L. Johnson, seconded by K. Schoenly, and voted unanimously to move to a second reading. Hearing no additional questions or concerns, it was moved by L. Johnson, seconded by K. Schoenly, and voted unanimously to approve the Program Revision for the Bachelor of Arts in Agricultural Studies, Special Concentration effective Spring 2012.

**M. Grade Appeal Policy and Procedures.** Deferred.

**N. Resolution on UEPC Primacy Regarding Curriculum and Programs.** During the 2010/11 academic year, the University Budget Advisory Committee (UBAC) suggested on several occasions that UBAC should take up questions of academic programs and curriculum in an effort to manage costs. To affirm the UEPC's role and responsibility regarding curriculum and programs, a resolution has been drafted. Following discussion, it was moved by L. Johnson, seconded by K. Schoenly, and voted unanimously to move to a second reading. The resolution was revised to include the sentence "The Western Association of Schools and Colleges accreditation process suggests that there should be a systematic process for the integration of Academic Program Reviews (APR) into planning and budgeting processes." Following discussion, it was moved by V. Leyva, seconded by E. Broadwater, and voted unanimously to approve the Resolution Reaffirming the University Educational Policies Committee's Responsibility for Curriculum and Programs. The resolution will be sent to the Senate Executive Committee for Academic Senate consideration.

**VII. Subcommittee/Committee Reports.** None received.

**VIII. Other (information only).** The next UEPC meeting is scheduled for Thursday, September 22, 2011, from 2:00-4:00 p.m., in MSR 200.

**IX. Adjournment.** The meeting adjourned at 4:06 p.m.

Respectfully submitted,

Randi Esau, Recording Secretary

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