

University Educational Policies Committee  
California State University, Stanislaus  
Meeting Minutes  
**November 12, 2015**

Present: L. Bettencourt, L. Bernardo, L. French, M. Jaasma, K. Liu, N. Mostajo, S. Schraeder (recording), K. Stone, M. Thomas, M. Thompson, R. Werling, S. Zong

Excused: C. Kang, K. Hoover

- I. **Call to Order.** K. Stone called the meeting to order at 2:00 pm.
- II. **Approval of Agenda.** The agenda was approved as distributed.
- III. **Approval of Minutes.** The minutes of October 22, 2015 were approved as distributed.
- IV. **Announcements/Reports.** K. Stone reported that the Academic Senate passed the Baccalaureate Learning Goals. Additionally, Stone reported that the Two Pass Registration resolution was presented as a first reading item in the Academic Senate and there was no discussion, no questions and no suggestions. It will be a second reading item at the December 8, 2015 Academic Senate meeting.
- V. **Subcommittee/Committee Reports**
  - A. **General Education Subcommittee Minutes (9/25/15).** The General Education Committee minutes from 9/25/15 were reviewed and approved.
  - B. **Graduate Council Minutes (9/17/15).** The Graduate Council minutes of 9/17/15 were reviewed.
  - C. **University Writing Committee Minutes (10/15/15).** The University Writing Committee minutes from 10/15/15 were reviewed. It was decided that the minutes will be returned to the subcommittee with requests for revisions.
- VI. **Old Business**
  - A. **Policy for Change of Major, Adding a Second Major, Adding an Additional Minor.** Deferred until data is available for review.
  - B. **Academic Program Review: Cognitive Studies (BA).** Deferred until a formal report is received.
  - C. **Technology and Learning Subcommittee Year-End Report for 2014/15.** The UEPC received the Technology and Learning Subcommittee Year-End Report revisions for 2014/15 on Thursday, November 12, 2015. Discussion was deferred until the next scheduled UEPC meeting to give members time to review the revised report.
  - D. **Course Time Modules.** Presently, the UEPC does not have a policy that governs course scheduling. The last Senate approved policy (AS/UEPC/ 05) for scheduling classes was based on the 4-1-4 calendar. That calendar had 13-week classes; 3 unit classes met for 58 minutes on

Mondays, Wednesdays, and Fridays (MWF). When winter term was abolished, new scheduling parameters for 15-week classes (3 unit classes now meet for 50 min MWF) were based on the 2005 approved policy, but no new policy was approved. Without a policy, a fair number of creative course schedules (off grid) have arisen. At the October 8, 2015 UEPC meeting, the committee asked L. Bernardo and N. Dunavan to provide UEPC with the present course scheduling for Spring 2016. The UEPC reviewed these documents. The schedule for spring 2016 shows a number of classes that are scheduled "off grid". This results in inefficient use of classroom space and potentially creates course scheduling conflicts for students. The UEPC discussed recommendations for a scheduling grid policy that would maximize efficient use of our limited classrooms and minimize course scheduling conflicts for students. L. Bernardo was asked to provide information about classroom usage for the fall 2015 semester to give the UEPC an idea of how classroom sizes compare to course sizes in order to determine the extent of optimum classroom usage. Some off grid scheduling patterns are required for pedagogical reasons and the idea of dedicated classrooms was discussed (wherein only one department schedules a specific classroom). There are some dedicated classrooms now that are being very efficiently scheduled while others are not. Discussion will continue at the next scheduled UEPC meeting.

## VII. New Business

- A. **Review of University Governance Committees Membership with respect to non-tenure track faculty and UEPC.** The Faculty Affairs Committee (FAC), who was charged with gathering information regarding the inclusion of non-tenure track faculty in University-wide governance, requested that the UEPC submit a response to a survey of the inclusion of non-tenure track faculty in University-wide governance. The UEPC reviewed the survey and discussed the questions. It was noted that participation in University-wide governance requires familiarity with the University, but not it is not necessary to be tenured or tenure-track. The UEPC membership should be open to all faculty, with the current representation. (No new specific seat is needed for lecturers.) A discussion occurred about proper compensation for non-tenured faculty participating in University-wide governance. UEPC completed the survey and K. Stone will return the survey to the FAC.
- B. **Draft Calendar for College Year 2019-2020.** UEPC members reviewed and discussed the 2019-2020 draft College Year calendar. The placement of Spring Break and Reading Day was discussed. The College Year calendar policy and a brief history of past University Reading Days will be made available to members on Blackboard for review. Discussion will continue at the next scheduled UEPC meeting.
- C. **New Grading Option.** Members were asked to review documents regarding the New Grading Option item on Blackboard. Deferred until the next scheduled UEPC meeting.
- D. **Academic Program Review Timeline.** Deferred until the next scheduled UEPC meeting.

VIII. **Other (information only).** The next UEPC meeting is scheduled for Thursday, December 10, 2015 from 2:00 to 4:00 pm in MSR 200.

IX. **Adjournment.** The meeting adjourned at 4:05 pm.

Respectfully submitted,

Sarah Schraeder, Recording Secretary

KS:ss