

University Educational Policies Committee  
California State University, Stanislaus  
Meeting Minutes  
**February 11, 2016**

Present: L. Bettencourt, L. French, K. Hoover, N. Mostajo, G. Nuno, S. Schraeder (recording),  
S. Stevens, K. Stone, M. Thomas, M. Thompson, R. Werling, S. Zong

Excused: L. Bernardo, Marjorie Jaasma, K. Liu

- I. **Call to Order.** K. Stone called the meeting to order at 2:06 p.m.
- II. **Approval of Agenda.** The agenda was approved as distributed.
- III. **Approval of Minutes.** The minutes of January 28, 2015 were approved as distributed.
- IV. **Announcements/Reports.** K. Stone welcomed Shannon Stevens, the new UEPC Representative at Large for the UEPC, and introductions were shared. K. Stone reported that the 2019-2020 College Year Calendar and the UEPC's attempt to accommodate the request to create a non-instructional day the day before Thanksgiving was shared at the Academic Senate meeting on Tuesday, February 9, 2016 as an information item. Members of the Academic Senate did not voice any concerns about the calendar. Stone also reported that the Individual Study Policy and Form Discrepancy agenda item was shared with the Academic Senate. M. Thompson reminded the committee of the open forum for the first meeting of the Trustees' Committee for the Selection of the President to be held from 1 p.m. to 3 p.m. on Wednesday, February 17, in Snider Recital Hall - Building 6A at Stanislaus State. The open forum will be recorded for later review by the Trustee's Committee for the Selection of the President and the candidates.
- V. **Subcommittee/Committee Reports**
  - A. **University Writing Committee Minutes.** The UEPC reviewed and approved the revised minutes of October 15, 2015, the minutes of November 3, 2015, and the minutes of December 1, 2015. The request by the Student Success Committee for an assessment of the WPST led to a discussion of the validity of the GWAR in the University Writing Committee. The UEPC discussed the request and the discussions within the subcommittee. It was noted that it is important to first determine the purpose of the WPST and then determine how to test the validity of the WPST. M. Thomas noted that more data is required before the validity of the test can be determined by the University Writing Committee. This test was not designed to be used as a university-wide writing assessment tool. It is a screening test that determines if a student has the necessary writing skills to be successful in a discipline specific WP class. A discussion occurred about the Student Success Committee's request for this type of information to the subcommittee of the UEPC without also informing UEPC of the request. K. Stone will follow-up with the chairs of the committee.
  - B. **Assessment of Learning Subcommittee Minutes.** The committee reviewed and approved the subcommittee minutes of September 15, 2015 and October 27, 2015. K. Stone will contact the chair of the ALS committee to clarify items from the October minutes.

- C. **Graduate Council Minutes.** Members reviewed the Graduate Council minutes of October 29, 2015 and November 19, 2015.

VI. **Old Business**

- A. **Policy for Change of Major, Adding a Second Major, Adding an Additional Minor.**  
Deferred.

- B. **Course Time Modules.** In preparation for K. Stone's presentation to the Academic Senate of the Course Time Module preliminary recommendations from the UEPC, Stone reviewed the information and documents that will be shared. It was suggested that the list of preliminary recommendations use less technical language. A discussion occurred about other revisions to the preliminary recommendations. The committee reviewed recommendations by Ad Astra, a company that provided an analysis of course time modules at Stanislaus State last fall, and discussed the Humboldt State course time module policy. Humboldt State's policy for course time modules sets up zones of scheduling. A discussion occurred about how zone scheduling affects smaller departments. The committee discussed the reasons for the need to revise the current time modules. K. Stone will prepare a revised hand-out for Academic Senate members and the committee will review the document via email.

- C. **Academic Program Review Timeline.** Members reviewed UEPC requests for revisions on the revised Academic Program Review Timeline. A discussion occurred about the movement of the implementation plan from the Provost level to the Dean level. It was noted that the meeting with the Provost was not removed from the timeline. The external review of the program section of the timeline was discussed. It was requested that the phrase "if appropriate" be added for the item that refers to requesting an external review of the program. The revision request will be forwarded to M. Jaasma. The UEPC will continue discussion at the next meeting.

- D. **Individual Study Policy and Form Discrepancy.** Deferred.

- E. **New Academic Certificate: Live Sound and Recording Arts Technician Certificate.**  
Deferred.

- F. **Policy for Repeat/Replace Course Grades.** Deferred.

- G. **Review Process for Selected and Special Topics Courses.** Deferred.

- VII. **New Business.** No new business to discuss.

- VIII. **Other (information only).** The next UEPC meeting is scheduled for Thursday, February 25, 2016 from 2:00 to 4:00 pm in MSR 200.

- IX. **Adjournment.** The meeting adjourned at 4:02 p.m.

Respectfully submitted,

Sarah Schraeder, Recording Secretary