

University Educational Policies Committee
California State University, Stanislaus
Meeting Minutes
March 10, 2016

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

Excused: L. Bettencourt, K. Hoover, S. Stevens

- I. **Call to Order. Call to Order.** K. Stone called the meeting to order at 2:02 p.m.
- II. **Approval of Agenda.** The agenda was approved as distributed.
- III. **Approval of Minutes.** The minutes of February 25, 2015 were approved as distributed.
- IV. **Announcements/Reports.** K. Stone presented the draft resolution for the Academic Certificate Proposal for the Live Sound and Recording Arts Technician approved at the February 11, 2016 meeting. N. Mostajo motioned, L. French seconded, and the resolution to accompany the New Academic Certificate Proposal for the Live Sound and Recording Arts Technician was unanimously approved.
- V. **Subcommittee/Committee Reports**
 - A. **General Education Subcommittee Minutes.** The General Education Subcommittee minutes of December 4, 2015 were approved as distributed.
 - B. **Technology and Learning Services Subcommittee Minutes.** The UEPC discussed the subcommittee minutes of November 12, 2015 about item 4. Discussion Item b. Request to review the University Governance Committees Membership (FAC). A question was asked about how the new inclusive definition of "faculty" would affect the selection of subcommittee chairs. K. Stone will follow up on this question. The Technology and Learning Subcommittee Minutes of November 12, 2015 were further reviewed and approved.
- VI. **Old Business**
 - A. **Policy for Change of Major, Adding a Second Major, Adding an Additional Minor.** Deferred.
 - B. **Course Time Modules.** The committee discussed comments received by K. Stone from faculty after the last Academic Senate meeting regarding course time modules. A two-day a week course time module schedule was discussed by members (Monday and Wednesdays; Tuesdays and Thursdays). It was noted that this would reduce teaching days from 5 days to 4 days week unless Saturdays were utilized. K. Stone developed and shared ideas for a survey and members of the UEPC discussed the questions. Suggestions for revisions were shared with K. Stone. K. Stone shared that some voiced concerns regarding the need for more evidence in order to develop a policy. The committee discussed sending forward a policy that would place some guidelines on the system. It was suggested that further revisions may want to be considered in the future to accommodate the growth of the university. It was noted that the currently revised grid and policy would put in a place a grid

- with a policy, which has not existed since the University moved to the 15-week semester. It was motioned by N. Mostajo, seconded by R. Werling, and unanimously approved to approve the revised course schedule grid and course time module policy developed by the UEPC. The revised grid and policy will be forwarded to the SEC and Academic Senate.
- C. Academic Program Review Timeline.** K. Stone will provide the appropriate college level committees with copies of the revised timeline before the item will be removed from the UEPC agenda.
- D. Individual Study Policy and Form Discrepancy.** Members of the UEPC reviewed the revised Individual Study Policy discussed at the previous committee meeting. K. Stone summarized the revisions for members. Editorial revisions to the policy were included on the draft policy. R. Werling motioned, L. French seconded, and the Individual Study Policy was unanimously approved by members. The policy and the request for a revised form will be forwarded to the SEC and Academic Senate.
- E. Policy for Repeat/Replace Course Grades.** Deferred until revised form is received by the UEPC.
- F. Review Process for Selected and Special Topics Courses.** The committee reviewed the revised proposal form. It was noted that the proposal form does not include the mode of instruction table found on New Course Proposal and Modified Course Proposal forms. S. Schraeder noted that each Selected and Special Topics course has an original proposal form that includes this information. Faculty would only request for an additional topics to be added to an already existing course using a shortened version of the two existing course proposal forms. Some editorial revisions were requested. The UEPC completed discussion of the item and the form will sent to SEC and the Academic Senate for feedback.
- VII. New Business.** No new business to discuss.
- VIII. Other (information only).** The next UEPC meeting is scheduled for Thursday, March 24, 2016 from 2:00 to 4:00 pm in MSR 200.
- IX. Adjournment.** The meeting adjourned at 4:05 p.m.

Respectfully submitted,

Sarah Schraeder, Recording Secretary