

COMMITTEE ON EDUCATIONAL POLICY MINUTES

December 01, 2010

Wednesday, 11 am-1:30 p.m., Kerr Hall, Room 307

Present: Holly Cordova (NSTF Rep), Nathaniel Deutsch, Cameron Fields (SUA), Melissa Gwyn, Lourdes Martínez-Echazábal (Provost Rep.), Cormac Flanagan, Eric Porter, John Tamkun (Chair), Susanna Wrangell (Staff), Eileen Zurbriggen.

Absent: Pam Hunt-Carter (Registrar, *ex officio*), Alma Natalia De Castro (SUA), Barbara Love (Articulation Officer),

Guests: : Mark Cioc (Interim VPDUE), Margie Claxton (Associate Registrar), Elaine Kihara (Academic Preceptor Designee), Michael McCawley (Associate Director of Admissions).

I. Announcements and Updates

Silicon Valley programs were the topic of the SEC meeting last week, but no undergraduate components. Salary and health care benefits were briefly discussed. CPB had the same concerns as CEP on how the funding for the Bridge program was put to use. The Program Governance memo in this week's packet identifies the units in charge of these special programs and some are in the process of updating their charters.

Consent Agenda Items Approved this week:

- Writing Intensive Substitutions 3
- Posthumous Degree 1
- Late drop due to college clerical error 1

Spring catalog courses approval requests are coming in and Margie would like committee members to start visiting her office.

II. External Reviews

Applied Mathematics & Statistics

AMS is a highly collaborative engaged department that successfully coordinates courses with other departments. CEP would like to recognize the outstanding job AMS is doing taking on GE statistical reasoning courses for many other departments this alone makes AMS a valuable department. The department offers a wide range of courses for other discipline pathways, such as Biology and Social Sciences.

The concern CEP addressed on courses in AMS and the Mathematics Department that overlap; were found to be well coordinated between the two departments. CEP also requested feedback on undergraduate satisfaction with the program since there was no undergraduate survey. The data provided reported the department is doing over and above what is expected; those students who responded came from a wide range of courses and reported to be very happy with the program. AMS's undergraduate major was approved last year, but is now deferred due to resource restrictions. Resources are the problem, not enough faculty, GSIs, or space. The department has lost two faculty members and used Bridge funds for lower division courses taught by Graduate Student Instructors.

The following recommendations will be emphasized in the closure letter:

- Exceptional “good” citizen department, steps up to the plate;
- Agree with ERC not to implement the new undergraduate major at this time;
- Statistical reasoning courses implementation for GE requirement benefits many departments;
- Undergraduate students benefit from statistical research service;
- Major requirements for all Biology students (offers pathway courses);
- Quality major but a sacrifice due to resource restrictions;
- Statistics courses, are more women drawn to this major?;
- What are the cost impacts on diversity enrollments by deferring the new major?

Action Item: Engineering divisional rep will draft for next week’s agenda packet.

Chemistry and Biochemistry:

This department has large enrollments with over 200 majors on two specialized tracts: Bio Chemistry and Molecular, Cell, and Developmental Biology (MCD).

Over all positive experience for undergraduates with research opportunities and authoring research papers. CEP has three items: over site of the BMB program, advising lower division courses, and student satisfaction.

One change that was recently implemented for lower division courses was the change to the prerequisite structure of Chem 1A/1B/1C so as to allow greater flexibility in the sequencing of these courses. Given that there was an extended discussion between CEP and the department concerning this issue last year, we were surprised that there was no mention of it in the ERC report. Advising undergraduates has been centralized and has had negative consequences CEP finds this undesirable. The ERC described the BMB major as rigorous, successful, and valued by students and faculty, but noted that the curriculum would benefit from being "modernized" to include new areas such as bioinformatics and the department has agreed to restructure the curriculum. Undergraduate teaching assistants were also praised by the ERC for Chemistry courses.

Action Item: The divisional rep will draft the response letter for next week’s agenda packet.

Biomolecular Engineering:

Even though it is a small department it is known as a world leader in wet lab and engineering. The Bio Informatics major dropped after the Bio Engineering major was established. CEP wanted to know what the relationship of these two programs had on enrollment. The External Review Committee (ERC) did not address these issues at all. CEP’s closure letter will elaborate on the following concerns:

- Undergraduates in BME are dissatisfied with the lab facilities;
- A course in Chemistry for engineers needs to be addressed;
- Undergraduates are fairly satisfied with the rigorous program;
- The program could use some electives as it has very dense requirements, the department has agreed to create some;
- Student advising is not uniform and some undergradates missed out on lab and research opportunities;
- Department will reduce density of course load in the third year so students can take labs and socialize with others in the major.

Action Item Engineering divisional rep will draft the response letter for next week's agenda packet.

III. Suspension of Economics MA/BS Response

CEP members support the departments request as long as students who are already in the program will reach degree status. How many students are effected and what is the outcome using the resources to improve the undergraduate experience? CEP members wanted data on the exact number of students effected before a decision can be made.

Action Item: Chair Tamkun will draft for next week's agenda packet.

IV. Program Statement Discussion

CEP members discussed how to best review the program statements in a timely manner so departments can either submit revisions or just submit courses for the following year.

Procedure for members to follow:

- Members will look over each program statement once, and discuss departments that have red flags.
- If the program statements have a large numbers of changes- say 6 or more yeses, then it must come to the full committee, otherwise sub committee members will approve or send back with recommendations.
- Grouping by issues that come up like disqualifications and admissions policies.
- Problem statements, policies, etc. will be projected on the screen for approval or denial.

V. Economics Letter on W and DC course request

The Economics Department has submitted their DC proposal for CEP to approve. The department would like to use a list of courses that are currently designated for the W.

CEP did not allow any other department this consideration, the committee needs justification for this request, how many students are really affected this year? The department seems confused on how to do the DC requirement.

Action Item: Chair Tamkun sent out via email a revised draft letter, members should comment to John, and will send out if no comments.

VI. Catalog Right Issue:

Advisers have asked CEP if they could change catalog rights for students who return after a leave of absence of more than 2 years. There is an issue with running the reports for students. The “*what if reports*” cannot be used in the same manner due to courses that changed their content to meet the new GE requirements. The courses previously taken years before cannot be matched up to the new GE designations. GEs are not retroactive, advisers cannot tell the student if the old GE's fulfill any of the new designations. How are the old courses equivalent to the new courses. This effects advising students on satisfying the new GEs.

Action Item: CEP's Academic Preceptor Designee will work with Admissions staff and report back to the committee at a future meeting.

VI. Members Items:

None at this time, members are encouraged to send in items to the CEP analyst via email.

So attest,

John Tamkun, Chair
Committee on Educational Policy