

**COMMITTEE ON EDUCATIONAL POLICY
MINUTES**

February 16, 2011

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

Present: Holly Cordova (NSTF Rep), Pam Hunt-Carter (Registrar, *ex officio*), Cormac Flanagan, Melissa Gwyn, Lourdes Martínez-Echazabal (Provost Rep.), Eric Porter, Justin Riordan (SUA), John Tamkun (Chair), Susanna Wrangell (Staff), Eileen Zurbriggen.

Absent: Alma Natalia De Castro (SUA), Peter Young.

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

I. Announcements and updates.

Chair Tamkun, introduced former CEP student rep, Justin Riordan, who is replacing SUA rep Cameron fields. Justin is also the rep for Kresge College and UCEP. He is running the current systemwide class availability survey for students. The SUA are aiming for a 20% return rate from every campus, so far only UCSB, UCR and UCSC are close to reaching the goal, other campuses have less than 1% return.

Minutes to approve this week: revised January 26. Minor corrections can be emailed to the CEP analyst.

Petitions this week:

- Requests for Graduate Student Instructors (GSI) – 7.
- Request for Grade Options from P/NP to a letter grade – 2.
- Grade Change from F to W – 1 denied.
- GE substitutions 10 – (9 W's).
- Requests to Late drop of a class – 1 approved due to clerical error.

Transfer Articulation Course Reviews this week: None, instead members read over the handout on criteria for decision making and approved. Here is an example, one unit courses from the community college, with repeated credit, like in Music, the credit can be combined to satisfy the PR-C for transfer students only. The work has already been completed and does not apply to incoming students. The progress on GE transfer credit for transfer students should be completed at the end of this year.

Chair Tamkun participated in one of the workshops at the annual Advising Forum and found this to be very *valuable experience* from a CEP point of view. Advisors discussed some of the same challenges and issues the committee is working on this year.

II. Interdisciplinary Topical Clusters (ITC) Discussion for College 8 Consultation.

College 8 *offers a* Core ITC Sequence and is requesting adding an extra course to be counted as a PE-E for additional GE credit. CEP turned this down due to the double counting policy, there are no exceptions. CEP members find this cluster to be of exceptional educational value to any student who

enrolls in the courses. *Here are the suggestions from the meeting that were discussed but no final decision will be made without consultation with Ravi Rajan:*

- 3 GE's is a viable model with *the addition of a PR-S*, no extra class time is needed and could be very attractive to faculty and students with this field study work component ;
- Or, put another course on for 2 units and then *take it in* Spring, this would give the extra GE;
- Or set a restriction to the course and just add the service activity;
- CEP suggests the sequence of courses be taken in order the same year then credit given at completion;
- College 8 Honors, could the ITC count towards this?
- Advocate for administrative support;
- Invite Ravi Rajan to next week's CEP meeting, February 23 for further consultation.

Action Item: CEP will invite Ravi Rajan to next week's meeting.

III. Draft Policy on Appointment and Use of Undergraduate Teaching Assistants

Departments are requesting CEP clarification for criteria necessary to request the use of undergraduates when no TA's are available. Most CEP members agreed that these students are usually the best in the class and recommended by faculty. The draft guidelines have been pending finalization of unionization of the TA's, with that completed, members have the following additions and corrections for the draft online form, which follows along the same principles as the Graduate Student Instructor (GSI) guidelines form:

- What GE does this course satisfy?
- No evaluations are readily available, remove this question;
- Has the student taken the course before, what grade did they receive or if not taken before what criteria makes this student qualified to teach this course?
- What is the number and size of the sections for this course?
- What will the students grading responsibilities be?
- Is there department training?

Action Item: Revise the form and send out via email for committee approval.

IV. CEP's Policies on Selective Admission to a Major and Disqualification to Major.

This is the first discussion on these two policies CEP has not updated since 2003. Chair Tamkun introduced the policies and opened the discussion. Members agreed that the current policies as written do not serve the current constituency on campus: students, advisors and department staff. CEP members were asked to think over what they would like to see in a policy for both limiting majors and disqualification of a major. CEP members discussed a liberal arts degree and an advanced tract of courses for the best students. CEP will take up the next phase of this topic at our next meeting and will finalize the policies before the end of spring quarter and present at the last spring Senate meeting.

So attests,

John Tamkun, Chair
Committee on Educational Policy