

**COMMITTEE ON EDUCATIONAL POLICY  
MINUTES**

**January 05, 2011**

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

Present: Holly Cordova (NSTF Rep), Alma Natalia De Castro (SUA), Pam Hunt-Carter (Registrar, *ex officio*), Cormac Flanagan, Melissa Gwyn, Eric Porter, John Tamkun (Chair), Susanna Wrangell (Staff), Peter Young, Eileen Zurbriggen.

Absent: Barbara Love (Articulation Officer), Michael McCawley (Associate Director of Admissions), Lourdes Martínez-Echazábal (Provost Rep.), and Cameron Fields(SUA).

Guests: Mark Cioc (Interim VPDUE), Margie Claxton (Associate Registrar), Elaine Kihara (Academic Preceptor Designee).

**I. Announcements and updates.**

Chair Tamkun introduced and welcomed back former CEP member Peter Young who was on leave for fall quarter. CEP learned that American Studies is suspending the major as of 7/1/11 due to resource shortages. American Studies faculty are meeting to reconstitute the major into a program or be sponsored by another department. American Studies will likely be sending a proposal to the VPAA. *This spring will be the last time that American Studies offers the introductory course( AmSt 10) needed to declare the major. The department intends to accommodate students who are already here at UCSC but not incoming freshman.* Chair Tamkun suggested American Studies submit an informal plan that the committee can look over to keep the process moving.

***Action Item: CEP members approved Chair Tamkun's suggestion.***

Associate Registrar Claxton handed out documentation and forms that CEP needs to approve for the web site.

***Action Item: CEP members are asked to review and send in responses to Susanna by 9 a.m. Friday.***

Petitions processed this week:

- Graduate Student Instructor approvals – 2;
- 4 Pre W 's completed ;
- GE substitutions 10;
- Late drop of a course; approved for one medical, two clerical errors;
- Late drop of a course denied – 2;
- One Substitution for C2, approved.

Articulation Course Reviews this week: None

**II. External review: Music Department Questions for External Review Committee (ERC)  
Charge .**

The department faces challenges associated with student preparedness for the study of music at the university level. These challenges have been exacerbated by the dire fiscal condition facing the state in general and music departments in particular in the public schools. Due to these strains, an overburdened

and understaffed faculty has been tasked with the responsibility of providing musical instruction which in years past could have been assumed that the student already possessed.

CEP recommends the following questions be added to the ERC Charge:

1. How do other institutions accommodate a student body of varied skill levels and manage the demands of applied instruction? Can underprepared applicants to the Music Department quickly be brought up to standards without diminishing strengths in other areas of the department? Is it fair to the student to admit her/him to the major if the student is inadequately equipped for the rigors of the study?
2. What impact will the elimination of keyboard instruction have on individual student progression and the collective musical awareness of the department? Will the success rate for the major be affected?
3. Are there ways that the department can use graduate level curriculum offerings to enhance undergraduate education? (Particularly with the goal of improving undergraduate analytical skills?)
4. Graduate student evaluations indicate a very positive experience at UCSC in general, but some expressed the need for more training in preparation of their TA duties. Could the committee provide recommendations that serve to increase the effectiveness of TA training and preparation?

***Action Item: CEP Arts member designate will draft a committee response for committee approval via email.***

### **III. Economic DC proposal review.**

The Economics (ECON) Department serves roughly 500 students each year. The DC proposal requests is for 21 sections with an enrollment cap of 22 in each, but without funding Economics can't offer them. CEP found the proposal had addressed issues with pedagogy and instructor feedback. Students are receiving feedback early on with peer critiquing or is this peer review? Members felt the courses looked good on paper but the wording a little confusing and hard to find the requirements easily in the documentation. The DC requirement included: writing assignments with 30 – 35 pages, with about a dozen revisions and a presentation. ECON's educational objective is really outstanding for all three of their majors. CEP members approve, but feel requirements are twice as much as is needed.

Here are CEP's recommendations :

1. Many other departments have larger class sizes for DC courses and CEP does not want to set a precedent by approving a limit of only 22 students;
2. Offering the course for fewer units could have a reduced writing requirement and still meet threshold;
3. CEP would like to encourage involvement of ladder rank faculty in teaching undergraduate education courses;
4. Economics must also revise their program statement.

***Action Item: CEP approves the DC, a draft letter with recommendations will be sent out the following week after catalog program statements are reviewed via email for committee members to approve.***

**IV. Overview of Program Statements.**

CEP members reviewed the guidelines sheet for members to use as a reference. If there are any problem statements or issues for concern, committee members should bring these issues to the whole committee for discussion. Committee members will decide how to review all program statements.

***Action Item: Priority review for meetings: Admissions and or Disqualification policies for Economics, Psychology and Sociology.***

**V. Student Directed Seminars (SDS).**

Usually for undergraduates to teach a class that is not taught by a faculty member. A Graduate Student is requesting to teach a course but is not being paid for it, he is doing it for credit so CEP is worried this may exploit Graduate Students. CEP asks, does this limit the access to undergraduates who want to teach courses given the faculty constraints on time. Graduate Student Instructor (GSI) and SDS guidelines are not consistent and do not apply here. CEP does not approve GE requirements for SDS courses and grading is always done by the instructor sponsoring the course.

***Action Item: John will consult with GC Chair Sue Carter and bring feedback to the committee.***

**VI. Economics Course Revision Request for Restriction**

***Action Item: Carry forward to next week when CEP will review their declaration of major policy.***

So attests,

John Tamkun, Chair  
Committee on Educational Policy