

**COMMITTEE ON EDUCATIONAL POLICY  
MINUTES**

**March 30, 2011**

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

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

Absent: Lourdes Martínez-Echazábal (Provost Rep.), Cormac Flanagan.

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 updated members on yesterday's Senate Executive Committee (SEC) meeting discussion proposing placing academic units under the administration of the VPDUE by July 2011. Senate committees will be asked to respond to tasks that waste Senate time locally and on systemwide committees. There was also a discussion to suspend all external reviews for a 2 year period due to the costs associated with reviews and the uncertainty of the budget situation. SEC members also discussed the recent ITS External Review and the varying types of services that are offered to each division based on their discipline.

Chair Tamkun updated committee members on the Psychology Department's admission policy request. The Chairs of Applied Mathematics and Statistics (AMS) and Psychology met on the impact of Psychology Majors in Math 3 enrollments and are now discussing adding AMS 2, which should help with reducing class sizes in the Mathematics Department.

Before CEP members discussed the Department of American Studies suspension, CEP Representative Porter recused himself. CEP has not approved the suspension and must finish sending in a response letter on this issue to the IVPAA. Members will finish this discussion next week and if possible, would like to meet with the Interim Dean of Humanities. The suspension will allow the faculty to generate support for the major if there is any interest in the Division and work out the necessary commitment documentation. CEP members are concerned with the students who are currently here at UCSC and those who are thinking of coming next fall quarter. Members approved admissions sending out a letter stating that the American Studies Major suspension is still being decided, and that the students may not be able to follow this degree after all. Admissions is requesting that this be done by July 1, if possible.

***Action Item: Invite Interim Dean of Humanities, William Ladusaw to next week's meeting to discuss the American Studies Major.***

There is a UCEP meeting next week requesting committee feedback on changing the deadline to request Pass/No Pass to letter grade change. This is a systemwide regulation. CEP members will send comments via email to Chair Tamkun.

Minutes to approve this week: March 2 and 9, Comments and minor corrections should be sent to the CEP analyst via email: [swrangel@ucsc.edu](mailto:swrangel@ucsc.edu).

Petitions this week:

- Requests for Graduate Student Instructors (GSI) – 2.
- Requests for Undergraduate Student Teaching Assistants (UTA) – 2.
- Request for Grade Options from P/NP to a letter grade – 4 all denied.
- Request for Grade Change – 1 .
- GE substitutions – 6.

Transfer Articulation Course Reviews this week: language for the Assist website. Representative McCawley passed out the revised text and members approved the revisions. Transfer students need better guidance on fulfilling GEs before entering UCs, especially for biological sciences majors. Something more major specific, maybe in the Catalog with the specific requirements listed. This would be more helpful for planning for transfer students. It has been said that the Community College Advisers just recommend doing IGETC, which may satisfy lower division requirements, but may not necessarily prepare the student for their major.

SUA Representative Riordan presented the SUA Resolutions: on disqualification and admission to a major policies and streamlining transfer credit. Members will receive these via email and can use as a reference when completing our update on CEP's policies on disqualification and admissions policies later this quarter to report on at the spring quarter Senate meeting.

Course approvals for Fall quarter are in and some program statements still need approving. Representative Claxton will send out a reminder with a deadline to sub committee members. There are also two DC proposals coming in and will need review when a complete proposals are submitted.

## **II. Engineering Senior Capstone Request for Double Majors in BENG and CE**

The School of Engineering's Computer Engineering (CE) and Bioengineering (BENG) departments request is consistent with CEP policy, but members are concerned about the thesis. This would be an exception but CEP approves the request to use the 12 credit capstone for the course and suggests due to the rigorous nature of the thesis, it should be evaluated on a case by case basis.

***Action Item: CEP will send a response letter to BENG and CE approving the senior capstone for double majors in these departments.***

## **FTE Transfers from Social Documentation to Film and Digital Media.**

The Senate has received proposals to disestablish the Community Studies Department and approve the FTE transfer requests from three faculty members in Social Documentation to Film and Digital Media. The Community Studies major is currently in suspension for two years and CEP can't remove at this time, the Dean now requests to disestablish the department. CEP will respond to each issue separately.

For the major to continue there needs to be one more faculty FTE commitment- these resources need to come from another department or divisional Dean. CEP members want to be consistent in making decisions on the department , major and FTE transfer requests.

***Action Item: Members decided to carry the department decision forward and continue discussing the matter at next week's meeting before a decision can be made.***

FTE Transfer requests of three Community Studies faculty (Leanos, Rich, Tajima-Pena) from Community Studies (CMMU) Social Documentation (SOC DOC) Graduate program to the Film & Digital Media (FDM) Department. CEP members felt these requests were similar but will address the vagueness of the MOUS submitted in each request. The TAs should be hired based on qualifications, hiring the most qualified to teach the course content based on the GSI's area of discipline (no hiring priority based on being in the Soc Doc Grad Program). This seems like a large amount of resources for a small graduate program, these students have priority over the CMMU undergraduate education TA ships. The Graduate program plans to transfer out of CMMU, into the Arts, and change the number of students who are enrolled (10-12 students now they're down to 8). Working with fewer students even though the undergrad CMMU program will no longer be a part of the SOC DOC program. The MOUs are vague on what the teaching responsibility will be to the undergraduate CMMU program, but the Deans are supporting of this proposal. All CEP Members voted in favor to approve these three FTE transfers.

***Action Item: A draft response will be sent around for members to approve and send to back to the VPAA after the April 6 meeting. The response on CMMU will include the vagueness of the MOUs, hiring of TAs and commitment to the teach out plan.***

### **III. CEP's Continuing Discussion on Revising Policies on Selective Admission to a Major and Disqualification to Major.**

***Action Item: CEP members decided to carry forward to the next meeting for further discussion.***

So attests,

John Tamkun, Chair  
Committee on Educational Policy