

**COMMITTEE ON EDUCATIONAL POLICY**  
**MINUTES**  
**October 06, 2010**  
**Wednesday, 11 am-1:30 p.m., Kerr Hall, Room 307**

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

Absent: Mark Cioc (Interim VPDUE),

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

## **I. Announcements, and Updates**

CEP Chair Tamkun welcomed Provost Representative Lourdes Martínez-Echazábal and members, representatives, and guests introduced themselves. Chair Tamkun reported on the October 4, 2010 UCEP meeting covered these main issues:

- Transfers and articulation the need to standardize CCC/IGETC and CSU/UC transfer requirements are not always overlapping. These issues will be affecting all UC's;
- UCDC program courses;
- Budgetary issues downsizing of faculty at UC – not replace retiring faculty FTE and see what impact will be to the quality of instruction;
- On line education pilot program review of pre proposals and then full proposals all externally no external funding was raise for this program and UCEP is not sure about future funding;
- PEB on retirement and health benefits. Impact on undergraduate education is going to be enormous due to the plan that UC adopts, the institution is structurally deficit until 2017. Money will come from the UC general fund and will have huge budgetary ramifications.
- Proposal to re name fees as tuition and UCEP supports this revision, based on financial aid ramifications so students are not disadvantaged.
- WASC procedural changes from a two stage review into a one stage for UCB and UCSC.

September 22, 2010 minutes were approved per corrections and will be posted to the CEP website. Please send any additional corrections to Susanna via email by the end of today.

Review of consent agenda<sup>1</sup>

The only petitions for this week were routine: Two W substitutions and one waiver of credit.

## **II GE Credit for Transfer Students:**

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<sup>1</sup> Information will be distributed at the meeting; members will confirm decisions about routine petitions and discuss general policy issues, if necessary.

In the past, CEP delegated GE transfer course credit to admissions and articulation staff. CEP created broad guidelines for consistency and quick processing of incoming students. Now, once again CEP needs to create guidelines for the new GEs. CEP members guidelines for transfer courses must be specific to make quick decisions on transfer course credit. Guidelines should be based on members expertise developed last year. Staff have identified problem areas, which CEP will have to weigh in on. CEP members expressed the need to see documentation before proceeding on the process.

Articulation Officer Love will prepare a proposal of suggestions on how to evaluate transfer courses and a packet of sample courses for members to review in two weeks. The committee briefly discussed some trouble areas such as Literature 1 having a C2 or TA designation and its ramifications with capacity. Some math courses may also be problematic. The GE designation is important and can impact capacity for GE courses.

**Action Item:**

**CEP members approved to delegate a significant amount of the review to appropriate staff outside the committee.**

### **III External Review Site Walk Through**

Chair Tamkun projected the external review site for review and navigation of the site. Members will look at the external reviews and the designated member will present issues or questions to CEP.

Please read members responsibilities for more information as needed. Documents are also posted at the CEP committee web site in the External Review folder.

### **IV Discussion of Revised Course Approval Guide and Supplemental Information Form**

Chair Tamkun open up the discussion on the revised course approval guidelines. These two guidelines, one for internal CEP use and departments must be kept in sync with each other.

**Approved Changes:**

Supplemental guidelines: PR-C revise to : How will the student's ~~understanding~~ satisfaction of the above topics be evaluated?

Internal guidelines: delete the line, " Does the course have content that changes every quarter?"

Question three on the supplemental sheet is problematic for departments and CEP agrees. Perhaps revised wording would solve the problem for departments, such as: "Describe the contact with faculty in course work, labs, etc. the norm is 210 minutes per student per 5 unit course, 760 minutes maximum."

Question six says to list other UCSC courses covering similar material if known, not clear what is being asked and will be addressed by Chair Tamkun for review next week.

**Action Item :John will double check the course approval supplemental document by next week so it can go out to departments.**

### **VI Revised Program Statements carry forward to next meeting**

The committee will discuss the process that will be used to review revised program statements this year. Chair Tamkun will prepare a draft of the checklist that departments will use to notify us of revisions that require the immediate attention of our committee.

### **VII Interdisciplinary Topical Clusters**

CEP members found College Eight's proposal to be very confusing and seems like double counting of GEs with the other two courses.

College Eight should re configure the two credit course to get the designation. CEP strongly stands against double counting, but wanted flexibility of ITC for students to complete these and as an incentive for faculty of other disciplines to work together. CEP is not prepared to approve this proposal at this time. Past CEP members had discussed this topic and encouraged ITC development. . Would CEP approve the ITC like the DC and satisfy GE over a group of courses?

This proposal was brought before the past committee but they did not approve it.  
CEP will address and resolve this issue at a future meeting.

So attest,

John Tamkun, Chair  
Committee on Educational Policy