

**Committee on Preparatory Education Meeting
Minutes
Monday November 28, 2011
2 – 3:30 p.m. Kerr Hall 129**

Present: Frank Bauerle (NSTF Rep), Gabriel Elkaim, Donna Hunter, David Smith(Chair), Susanna Wrangell (staff).

Absent: Sarah-Hope Parmeter (ELWR Coordinator).

Guest: Martin Weissman Undergraduate Vice Chair Mathematics

I. Announcements

Chair Smith reported back on his meeting with Dean Ladusaw, who is the former VPDUE, on forming a committee on Retention and Advising. Retention is too broad an issue for just one committee, it encompasses many committee’s purviews such as CAFA, CEP, CAAD, CPB, etc. CPE’s intent was to manage the issues with other committee’s recommendations and comments. The idea of creating an undergraduate council, via senate structure, is what he would like to see happen. The council would meet once a quarter, membership is from the committees that are concerned with undergraduate education, like CAFA, CEP, CPE, CAAD, *ex officio* members: Judicial Affairs, and an Advising representative. The Undergraduate Council could address retention issues at its meeting. It would only deal with these issues on an as needed basis. CPE Chair Smith will send out to committee members for comments . Staff analyst Wrangell will find out what the next steps are:

- -what is the formal procedure?
- -stakeholders who we want to convince, Senate Chair and VPDUE?
- -UC Santa Barbra Senate has one, check and see what other campuses have

Chair Smith updated members on Director of Learning Support Services (LSS), Holly Cordova’s visit. She will meet with CPE on the campus restructuring of Student Affairs and data on transfer students success in writing courses. Her visit will be sometime later this year.

Approval of the minutes from October 10, 2011 had to be deferred due to lack of time and will be done via email.

II. Pre- Consultation Discussion on Math Placement Exam

CPE members reviewed the Mathematics department’s proposed changes to the Math Placement Exam (MPE), specifically, they are contemplating a proposal to offer the MPE only online. CPE and CEP received a draft proposal from the department, who consulted with CEP and Chair Smith on November 16 at the weekly CEP meeting. CPE Chair Smith created a table to briefly summarize the proposed online exam and the MPE in its current state.

Old System	Proposed
Aug./Sept. take placement exam (results too late for students enrollment)	
Not specialized to Math’s needs	Specialized, owned by the department
Cost for proctors/scantron	Web

Security: Questions never change	Security: open test but can randomize questions easier to write with a numerical response
----------------------------------	---

III. Consultation with Mathematics

CPE members consulted with Undergraduate Vice Chair Marty Weissman on the math placement exam that is offered several times a year. It is the department’s desire to help students enroll in the correct math course, which is not always true based on the cut off scores. The current test used is developed by the Math Diagnostic Testing Project (MDTP) and is specialized. Mathematics does not have control over the test or own it. The proposal that Mathematics has submitted will be owned by Mathematics and it will serve the campuses needs. Administrators of the test will be able to easily randomize answers and change the questions to have a numerical response. Mathematics has consulted with lecturers, other stakeholders and the IT people on campus. The Applied Mathematics and Statistics (AMS) department will help validate the test most likely as a graduate student project. During the consultation Undergraduate Vice Chair Marty Weissman addressed CPE’s questions and concerns.

IV. Post Consultation Discussion

CPE members held a post consultation discussion with CPE member Bauerle recusing himself before any decision was reached by the committee. CPE members were in agreement that this is a good idea. CPE members will also look over the MDTP website for new online placement exams that are currently available at: <http://mdtp.ucsd.edu/daskala.shtml>
 CPE has the following recommendations for the response letter.

- Good plan for an online MPE
- CPE would like a back up plan for Mathematics to have in place incase too many students cause an enrollment bottle neck
- What is the back up plan if technology fails
- How will this be administered in the future?

V. Faculty Salary Metrics.

The Committee on Faculty Welfare (CFW) is working on how faculty are promoted at UCSC and are looking at different metrics for our campus such as years in service and step advancement. CPE members decided not to comment on this issue.

So attest,
 David Smith, Chair