

**COMMITTEE ON EDUCATIONAL POLICY
MINUTES**

**April 12, 2006
12:15-1:45, KERR HALL RM 307**

Present: Heather Bullock, Tim Fitzmaurice (Non-senate teaching faculty rep), Jorge Hankamer, Richard Hughey (Chair), Pamela Hunt-Carter (Registrar, ex-officio), Anatole Leikin, Roxanne Monnet (ASO staff), John Tamkun.

Guests: Cher Bergeon (Preceptor Rep), Margie Claxton (Academic Editor), Barbara Love (Articulation Officer), Michael McCawley (Associate Director, Admissions).

Absent: Floyd Amuchie (SUA representative), Pedro Castillo (Provosts Rep), Tracy Larrabee.

I. Announcement.

The Committee was reminded of April admissions yield events.

There will be a Synergy Lecture on May 2 for which Bruce Schumm is the speaker.

On April 24 COT will hold two meetings regarding student evaluation of instructor performance. The morning session is by invitation only. The afternoon session is open.

CEP's draft report for the Senate on retention has gone to CPB and CAFA for feedback by April 28.

In light of CEP's recent confirmation of support for community college courses to be allowed to transfer to UCSC to satisfy the C1 and C1 GE designations, colleges were provided with a chart of eligible options at other institutions.

II. Minutes. The April 5 minutes were accepted as amended.

III. Program statement review.

None for this week.

IV. Retention Topic – Class Reserve Capacity.

With an aim to improve enrollment management, CEP considered a pilot program on Class Reserve Capacity.

Currently, advanced enrollment appointment time sequences govern who gets into classes as a rule. This plan would enable key courses to not fill at that point, allowing space for students who

have a need to get into certain courses. Reserving capacity in courses for levels of student is possible through AIS. This feature should reduce the need for permission code usage, resulting in some time savings for faculty, students, and staff.

The Registrar's Office would hold the security on this option, and would work with divisions and course sponsoring units to refine the list of courses that would be part of the initial pilot. For the first year, it would be limited to freshman level only.

The lead letter to units would include technical/logistical information and a message from CEP regarding the purpose of this tool. While writing to units, CEP will take the opportunity to solicit feedback regarding what units are currently doing to manage enrollments, and how permission codes are being used.

It is noted that this option will not solve all of the issues with enrollment management. However it is another useful tool for improving the situation.

Another draft will be considered next week.

V. Writing Program External Review draft charge.

The Committee discussed points for feedback to the draft charge for the Writing Program's 2006-07 external review.

Of special note is that this charge is given to the program in advance of preparation of their self-study, more like a charge to the program than to the review committee. In its response letter, CEP will ask to be given the opportunity to review a draft charge to the external review committee once the self-study is made available for review.

Next week CEP will have a look at the draft response.

VI. W topics.

Carried forward to a future agenda.

VII. Extension of Enrollments.

CEP considered a draft policy for routinely addressing situations where it is appropriate for students to exceed the current limit of 180 units to degree without the current level of bureaucracy for requests to extend enrollment. The proposal works within existing Senate Regulations and would be managed in the advising arena, with a focus on maintaining UCSC's commitment to timely degree completion.

CEP will solicit feedback from the Committee on Admissions and Financial Aid on this proposal to ensure financial aid eligibility can be calculated in a similar manner.

VIII. Graduate Instructor topics.

Carried forward to a future agenda.

IX. GE Taskforce Charge.

Carried forward to a future agenda.

Attest,

Richard Hughey, Chair
Committee on Educational Policy