

**COMMITTEE ON EDUCATIONAL POLICY  
MINUTES**

**June 14, 2006**

**12:15-2:15, KERR HALL RM 307**

Present: Pedro Castillo (Provost Rep), Tim Fitzmaurice (Non-senate faculty rep), Jorge Hankamer, Richard Hughey (Chair), Pamela Hunt-Carter (Registrar, ex-officio), Tracy Larrabee (Chair, Pro Tem), Anatole Leikin, Roxanne Monnet (ASO staff).

Guests: Cher Bergeon (Preceptor Rep), Margie Claxton (Academic Editor), Bill Ladusaw (VPDUE), Michael McCawley (Associate Director, Admissions).

Absent: Floyd Amuchie (SUA representative), Heather Bullock, John Tamkun.

**I. Announcements and updates.**

At the recent joint Administration/Senate Executive Meeting, the administration asked SEC if they would support a cap of 19.5K students rather than 21K. SEC responded it would only support the reduction from 21,000 if such would continue to enable UCSC to achieve 15 percent graduate students, establish one or two professional schools, and fulfill its obligations to the state under the Master Plan.

SEC will meet once in July.

UCSC's incoming class of transfer student is close in number to its target. That is the case for most other UC campuses for fall term.

The Registrar's scheduling staff are moving to 260/257 Kerr Hall in coming weeks.

UCEP is writing its response on summer session. Points include the need for campus planning, campus consideration of whether or not courses can be equivalent when compressed to fewer weeks, and whether or not summer session should be administratively housed with the Dean of Undergraduate Education (or equivalent).

**II. Minutes.** The May 31 and June 7 minutes were accepted as amended.

**III. P/NP requests.**

The Committee received three requests for courses to be coded as Pass/No Pass only (no letter grade option). CEP was reminded of the 25 percent limit for students on P/NP courses, the growing number of petitions to reverse courses after the fact to letter grades (which will, hopefully, be rectified by AIS in the coming year), and CEP's intent that P/NP only course status be reserved for situations where either faculty are not involved or there is no valid basis for grading.

BIOL 190 (2 units) was approved for P/NP only effective winter 2007.

LING 190 courses (2 units) were approved for P/NP only effective winter 2007.

ENVS 189 (1 unit): In this course students critique 3 seminars. The Committee found that this course has a format that is gradable. The request for P/NP only status was denied.

#### **IV. Dual Degree Engineering Disestablishment.**

The Committee discussed CPB's letter regarding disestablishment of the Dual Degree Engineering Program and Professor Joel Ferguson's response to that letter. CEP continued to support the request for disestablishment. Chair Hughey will write to VPAA Galloway to request that the Campus Provost make the decision as soon as possible so that the Admissions Office will have accurate information as needed by early July.

#### **V. Concentrations, establish/disestablish for non-degree programs.**

CEP considered the latest draft for the establishment and disestablishment of non-degree programs. The Committee will reaffirm to VPAA Galloway and CPB that some non-degree programs are resource neutral and that, when this is the case, CPB need not be consulted before a decision is made, per Senate Regulations.

#### **VI. ISM 80C quantitative general education designation.**

Insufficient documentation of quantitative content at or above advanced algebra was provided for consideration. The course will be approved without the Q designation and may be resubmitted after a final exam is available for CEP to consider.

#### **VII. Writing-intensive designation for Biology course sequence.**

CEP reviewed a revised proposal submitted by the biology departments requesting permanent approval of BIOL 20L/130L/189 for multi-course satisfaction of the writing-intensive (W) requirement. The materials included more clearly articulated definitions of the writing component of each course. The Committee approved the request, and will encourage other units to consider the approach. CEP will ask the departments whether the 130L/189 combo is sufficient for coding of the W requirement, assuming that student take 20L either here or elsewhere with an articulated course. Another option would be for BIOL 20L to be prerequisite to BIOL 130L. It was noted that C2 and ELWR need to be stated as requirements for all writing-intensive designated courses. Chair Hughey will discuss these questions with the biology department chairs.

#### **VIII. Ecology and Environmental Biology program statement/degree requirements.**

The name change portion of the request now has divisional endorsement but must go through the formal process which begins with the VPAA's Office.

At an earlier meeting CEP had considered the requests made in the proposal and supported them, pending receipt of a support letter from the Physical and Biological Sciences Dean's Office. That letter has been received. The Committee approved the changes to the degree requirements as stated in the document. The relevant CEP subcommittee will consider the details of language associated with catalog copy.

#### **IX. Equivalency chart.**

The Committee discussed the current list and issues associated with it. It was noted that these courses are not actually equivalent. The topic will be recommended to the next CEP for further consideration. A title change to the document will be recommended, such as to "Courses that may be Repeated for Grade Improvement."

#### **X. Reflection on 2005-06 and recommendations for 2006-07.**

The Committee was invited to list topics that they would suggest for CEP 2006-07. Topics included: elimination of narrative evaluations; ways to assess courses (course evaluations); relationships between CEP and other Senate committees; summer session (as a part of the regular catalog process); review in fall of C2 capacity; policies around holds on student enrollment; review of criteria for awarding college and major honors, and consideration of an honors program; strengthening the deadlines for the catalog; writing-intensive guidelines and forms; review of courses allowable for grade improvement; support for acceptance of course equivalencies campuswide; AIS issues; transfer credit issues; review TIE designations in the future and the course approval form overall; contingency planning for completion of an academic quarter under extraordinary circumstances, such as a natural disaster; and overall general education review (possibly starting with the Is and Ts).

VPDUE Ladusaw thanked the committee for making outstanding progress this year.

#### **XI. University Extension instructor appointment process.**

The Committee reviewed the UCSC Extension task force report, in particular draft course approval, instructor approval, and certificate of approval processes based on that report. The current approval process of instructors for University Extension courses involves review by the department for each appointment, including reappoints to the same or like courses. CEP considered whether to separate the appointment process in the course approval process, and whether or not to recommend that programs approve instructors for groups of related courses rather than individual courses. CEP approved the new course, instructor, and certificate of approval policies.

CEP will recommend that departments work with the Dean of Extension to set criteria for skills, education, and experience that would warrant teaching without individual review by the departments. CEP approved the draft suggestion that individuals with a PhD and 2 years experience; M.S./M.A. and 4 years experience; or a B.S./B.A. plus a teaching credential and 5 years teaching experience could be approved automatically.. Departments retain the decision as

to whether or not to delegate the appointment of individuals who meet these (or another) set of criteria.

**XII. W credit for transfer courses.**

During the comment period at the May 19 senate meeting it was raised on the floor that CEP could consider petitions for transfer credit toward the writing-intensive requirement, even on consideration of regulation 10.2.2.3. CEP currently has two such requests pending. The Committee approved exceptions for the two petitions currently pending. They affirmed that these need to have case by case review. The Committee indicated that requests associated with summer session may be denied, due to the shortened term. It was noted that students may seek Credit by Petition for a UCSC W designated course if they give sufficient evidence to the instructor of that course to indicate that they have met the requirement via a course taken elsewhere.

Attest,

Richard Hughey, Chair  
Committee on Educational Policy