

**COMMITTEE ON EDUCATIONAL POLICY  
MINUTES**

**March 19, 2008**

**Wednesday, 11:45 a.m.-1:45 p.m., Kerr Hall, Room 307**

Present: Larissa Adams, Jamal Atiba (SUA Rep), Joel Ferguson (Provost Rep), Russ Flegal, Pamela Hunt-Carter (Registrar, ex officio), Roxanne Monnet (ASO Staff), Loisa Nygaard, Jaye Padgett (Chair), Kip Tellez, Jack Vevea.

Absent: Russ Flegal, David Helmbold, Sarah-Hope Parmeter (NSTF).

Guests: Margie Claxton (Associate Registrar), Elaine Kihara (Academic Preceptor Designee), Bill Ladusaw (VPDUE), Michael McCawley (Acting Director of Admissions).

**I. Announcements and updates.**

CEP again considered whether to proceed to bar the six students from enrolling for spring term who were already given more time than Regulation allows and multiple reminders to satisfy their C2 requirement. The conversation was raised again in response to negative feedback received from affected students and their parents. The Committee discussed whether they could lift the bar for spring 2008. Since there is no way to ensure that students not drop or withdraw from classes after enrolling in them, CEP did not find it to be acceptable to give them the additional quarter and chose to stay with their earlier decision. The group was reminded that the expectation that C requirements be satisfied in the first year still exists and that allowing until the 7<sup>th</sup> quarter already gives an extra year plus summer. These six students were given through their 8<sup>th</sup> quarter. CEP upholds the importance of student's satisfying C requirements early enough to benefit the student across their coursework, as has been underscored by faculty feedback in CEP's visits to departments this quarter.

It was announced that Non-Senate Teaching Faculty Representative Sarah-Hope Parmeter has resigned her assignment to CEP effective immediately. This was her third year as the NSTF Rep to CEP. The decision came in response to a significant workload increase that she assumed by becoming UCSC's Entry-Level Writing Requirement Coordinator effective fall 2007. CEP expressed their great appreciation for the input and support that she gave to their work.

CEP can expect to receive 75 or more student petitions for the writing-intensive (W) requirement by the end of spring quarter. The Committee decided to spread the work of reviewing these among themselves. W courses should normally involve ~25 pages of writing some of which should be revisions (preferably more than one paper), and some amount of instruction on writing in the discipline by the instructor either in class or by means of feedback to papers. Satisfaction of C requirements will be enforced prior to approval of a petition for the W requirement. Understanding that many of these requests are for students wanting to graduate this spring, members agreed to be quick in returning their recommendations for these petitions. Instructors need to have given their support to the petition. The majority of those arriving for substitutions

associated with a course in progress will need to have post-quarter instructor confirmation that the work toward the petition was satisfactorily completed before the decision on the petition will be issued to the college and Registrar's Office.

**II. Minutes.** The February 13, 2008, minutes were accepted as amended.

**III. Draft Legislation: overlapping coursework and UD minimum units.**

Discussion of draft legislation for overlapping coursework and minimum number of upper-division (UD) credits per Major program was carried forward to the April 2 meeting.

**IV. Task force report on Religious Holidays.**

Registrar Hunt-Carter apprised CEP on the report of the systemwide Taskforce on Religious Holidays.

By the year 2011-12 all UC campuses are required by legislative mandate to comply with the Common Calendar. Quarter system campuses are required by that date to correlate their calendars with certain high holidays. A common calendar may also make intercampus transfer easier for students. However, this would affect only a small number of students and, since this is really an issue for students moving from a quarter to a semester system, it is not believed to be an issue for UCSC. As the Taskforce developed the common calendar in consultation with the religious community, it became clear that it is extremely important that all quarter campuses have the same fall start date. The start date of spring is also significant. However, the winter quarter start date does not appear to be an issue for the religious community.

At issue for UCSC is the desire to have one working day before the start of winter classes. The comment was made that other UC campuses do not have a lengthy closure between fall and winter quarters, as does UCSC. CEP speculated that this may be why UCSC is the campus holding most tightly to the need for one working day between the holidays and the start of instruction, and wondered whether this could be the basis for approval of an exception. The open work day is valuable to student as well as staff and faculty, especially for new students moving to Santa Cruz during the closure who have had literally no access to staff or faculty including in the Financial Aid Office, the Registrar's Office, and the Bay Tree Bookstore.

The UC President or his/her designee may approve exceptions to the Common Start Date policy. However the listed viable reasons for an exception are very extreme and rare. UCSC's rationale is not on the list.

CEP does not want that one work day to land on Friday, believing that there would be significant disincentive for students to return for part of one day and that students would likely appear on Monday with the same list of unresolved needs on top of the first day of classes. Starting on a Friday would also cause a shift of the work associated with student residences on campus probably requiring that more staff work during the closure.

Members and Reps commented negatively on the scenario where the last day of class falls on a Monday and the first finals occur the next day. This situation will resurface in 2009-10 and 2010-11. The lack of at least one day between a Monday class with a Tuesday final reduces how that Monday class can realistically be used down to basically only a review session. The Committee discussed alternatives and found that that it is the lesser of two evils that a regular class and its final might occur back to back rather than holding finals on the weekend or giving up the minimum of one working day before instruction begins for winter quarter.

CEP agreed with the proposed dates for fall and spring quarters on the Common Calendar, and did not foresee any issue with staying on the Common Calendar schedule for those quarters at any time in the future.

Chair Padgett will draft a letter for confirmation by email.

#### **V. Disestablishment of Concentrations.**

Discussion of disestablishment of undergraduate degree concentrations (tracks to a Major) was carried forward to a future meeting.

#### **VI. Education Minors.**

In the process of reviewing the history of the existing Education Minor it was discovered that an exception to the policy requiring 25 UD credits was neither approved nor denied, and that the department's December 2004 letter to CEP did not give a justification for the exception. After answering questions for the committee on the Education Minors (existing and the STEM proposal) Member Tellez recused himself for the balance of the discussion.

CEP decided to ask the department to create proposals for both the existing Education Minor and the proposed STEM Minor, with 25 UD credits required and stating the resource needs to sustain these Minors. Such proposals first go to the divisional dean for consideration and then to Vice Provost for Academic Affairs Alison Galloway who forwards degree proposals to the Senate for review after the resource needs are addressed.

The group was reminded that catalog rights ensure that currently declared students in the Education Minor may fulfill the degree requirements as they were when they declared, as long as they stay within the catalog rights timeframe.

CEP discussed the sustainability of stand alone Minors. Minors usually require little to no added cost when there is already a Major managed by that unit, assuming the minor does not draw a significant number of new students.

CEP asked whether the Education 92 course series could be made into upper-division classes, such as whether there is a logical prerequisite course that could be added to enable the content of these Education 92 courses to shift to the upper-division level.

The Committee decided that they should discuss at a future meeting what, beyond a prerequisite, defines that a course is upper-division.

**Chemistry:** Discussion of Chemistry's request for a disqualification policy was carried forward until the member leading the discussion is present.

**German Studies:** In response to program growth, History has proposed that students have the option of taking a senior seminar in conjunction with the oral exam to fulfill the exit requirement in German Studies. CEP supported the request and suggested clarifying text for the catalog copy regarding which senior seminars would be allowed toward the exit requirement such as "a senior seminar that has been approved by XXX is allowed to satisfy your senior exit requirement".

**History:** History also proposed reinstatement of their cancelled intensive major in Mexican/Chicano/a History. The request is made in light of a recent faculty hire that will allow relevant courses to be offered on an on-going basis. In the proposal they use the phrase "intensive concentration." This is not a phrase currently in use at UCSC. CEP will ask them to either pick "concentration" or "intensive major." For an intensive major CEP wants there to be nearly complete overlap with the existing major with some additional work. The proposal answered some of the questions related to initiating a new program but did not answer whether this is a resource neutral request. A draft letter will be discussed at a future meeting.

**South-Southeast Asian Studies:** History has requested to disestablish the South-Southeast Asian Studies Minor. This discussion was carried forward to April 2 to give the Committee access to the overview letter provided by the department.

**Linguistics:** The proposal for a disqualification policy for Linguistics was discussed. After answering questions, Chair Padgett and VPDUE Ladusaw recused themselves from further discussion. Member Nygaard served as chair pro tem. Concern was expressed as to whether students who had one bad quarter could find themselves disqualified as seniors, despite having nearly finished the degree--or like scenarios. As a way of ensuring that students not be bounced out in one quarter CEP prefers that either UD courses not be on the list or that at least two attempts be allowed in the same UD course. It was not clear to the Committee why the four particular UD courses were selected for the proposed list. A draft response will be considered at a future CEP meeting.

Discussion on the disqualification policy overall will be carried to a future meeting.

So attests,

Jaye Padgett, Chair  
Committee on Educational Policy