

**COMMITTEE ON EDUCATIONAL POLICY
MINUTES**

April 15, 2009

Wednesday, 11 am-1:30 p.m., Kerr Hall, Room 307

Present: Holly Cordova (NSTF Rep), Dave Helmbold, Pam Hunt-Carter (Registrar, *ex officio*), Roxanne Monnet (ASO analyst), Loisa Nygaard, Jaye Padgett (Chair), Matthew Palm (SUA Rep), Don Potts, Shawn Riley (SUA Rep), Eileen Zurbriggen.

Absent: Linda Burman-Hall, Ravi Rajan (Provost Rep).

Guests: Margie Claxton (Associate Registrar), Bill Ladusaw (VPDUE).

I. Announcements, updates, and minutes.

The April Senate Meeting cancelled.

May 6 is the legislative deadline for the May 20 Senate meeting.

The March 11 minutes were accepted as amended.

II. Catalog Topics.

CEP had a general discussion related to department appeals processes. Students sometimes take a class too soon in their academic career or attempt it without having taken a recommended preparatory course. For these and other reasons CEP thinks that it is important that as a rule students have an educational second chance option. In the case of minimum grade or GPA requirements, CEP does not support that students be advised to retake courses that they have already passed. Regulation specifies that students will not get credit a second time. Thus it is wasting a seat in a class that would be better used for another student. Instead, departments could propose that students take another course in lieu of the one that they did not pass, and expect that they earn a sufficiently high grade. CEP thinks that there may be a need to follow up with departments with impacted status to see what they are doing to limit the major and how that is working. Chair Padgett will consider raising the issue of appeals processes for an email discussion due to lack of time. A draft will be shared with the committee via email.

Current program planning documents posted with both Planning and Budget, and on CEP's site, allow equally for the terms Honors Major and Intensive Major. CEP confirmed their preference for Intensive Major. They will update their definitions document and send an associated letter to VPAA Galloway.

Legal Studies: CEP continued discussion of the request that Legal Studies 10 be taken and passed before declaring the Legal Studies Major. An appeal process was mentioned in the department's letter but details were not given. CEP approved the request but will ask for details about their appeal process.

Film and Digital Media (FDM): FDM has proposed a new concentration in Integrated Critical Practice. The proposed concentration requires 85 UD credits. Students must first have been accepted to the production concentration. CEP found that the Integrated Critical Practice concentration looks like an intensive major and will encourage the department to consider that designation. The class requirement

list needs to be laid out more clearly for the catalog copy. CEP will indicate to the department that the request is approved but that the department should consider redesignating this an intensive major.

Music: The Music Department has proposed to discontinue the Western Music Minor. Their letter indicates that it is motivated by budget cuts but goes on to say that there are hardly any majors in the western music minor. Given the lack of clarity on whether this is resource neutral, CEP speculated that the request may need review by the VPAA and the Committee on Planning and Budget (CPB). It is not clear whether the department is aware that students have catalog rights but they did indicate that they will try to accommodate transfer students. The Committee would like the Arts Division member feedback on this request before proceeding further. It was noted that the Minors in music do not meet the minimum 25 UD credits. CEP would like a reminder of the rationale given for approving that exception.

The balance of this week's catalog topics was carried forward to the next meeting due to lack of time.

III. SCR 6.5 Special Studies.

CEP discussed the current SCR 6.5 on special studies. The Committee indicated their thinking that the current Regulation is too restrictive and that it is fairly common for students to engage in both field study work and senior thesis work in the same quarter, for example. They recognize that the need for the restriction may be to prevent students from falling off track with a degree but find that the current Regulation need not be as extreme as it is currently written to achieve that goal. Currently SCR 6.5 requires both instructor and college support for a student to take more than 5 credits in one quarter, and strictly limits whether a second quarter is allowed during a student's career.

Some programs include requirements off-campus work that has CEP approval, such as Community Studies and the UCDC program. When students are working out of the area, they need to be able to enroll in a sufficient number of credits for satisfactory academic progress and to retain financial aid. Whether departments limit how many special studies credits may count toward the major requirements or not, students are often encouraged to do more than the minimum needed for their major. CEP noted their expectation that if a department wishes to limit how many special studies courses may count toward the major, the limit should be proposed through CEP to appear in their catalog statement.

CEP wants to make available a wide-range of opportunities but maintains that they need to be educationally productive. Resource center internships are valuable, for example, but students may need coaching to stay on track if they are doing too many of these.

In their proposal to amend SCR 6.5, CEP intends to increase the minimum above which approval may be needed from 5 to 7 credits. Approval to take above 7 credits would be given by the department sponsoring the student's major, whether or not the courses they want to take are sponsored by that department. In this way departments can ensure that their Majors are staying on track. A provision will be included with the proposed change to SCR 6.5 stipulating that when CEP has approved a program to exceed the minimum number of special studies credits in a quarter, students of that program need not get additional approvals to complete their degrees.

CEP did not identify a career limit of such courses.

CEP will discuss at a future meeting how to handle approvals for non-majors.

A revised proposal will be considered at an upcoming meeting and submitted for the May 6 legislative deadline.

IV. Academic Calendar for 2009-10.

The Committee was reminded that all UC quarter system campuses mandatorily follow common start dates as of 2009-10. These dates are negotiated among the Registrars and do not necessarily take into account issues for the campuses with winter closure, such as UCSC.

CEP discussed how to ensure that Monday classes do not have a Tuesday final. The Registrar agreed that it was reasonable not to have back-to-back class and final and will discuss with her staff how this can be avoided.

A member raised the subject of how difficult it is to have one week between winter and spring quarters. Unfortunately, the UC common calendar does not allow for more time so this issue will remain.

CEP gave its support for the Registrar's proposed academic calendar for 2009-10.

V. College 8 Interdisciplinary Topical Cluster (ITC).

Discussion of the proposed ITC for College 8 was carried forward until the provost can be in attendance.

VI. Disciplinary Communication (DC) and general education (GE) topics.

Members considered draft text to go into the 2009-10 catalog on the DC requirement and approved it. The need to include a way to satisfy the DC requirement will be added to the guidelines for individual majors.

CEP agreed that GE requirements should be allowed to overlap with major requirements (but not with each other, as previously agreed).

The Committee discussed whether GE designations should be limited to lower-division courses which is almost always the case at present. One way of thinking is that as long as a course meets the criteria, the level should not matter. However, if GE courses are to assist students in making choices on what major to select, a lack of lower-division options would limit their exposure. Students could be limited on their options by not meeting the prerequisite requirements of the upper-division courses that may satisfy GE requirements. CEP wonders whether allowing GEs on upper-division courses could lead to some departments further reducing their GE offerings, resulting in a capacity problem for frosh. The Committee is concerned about how to ensure sufficient capacity for GE courses. Since large classes are expensive and if funds are being shifted away from GEs at the division level, there is concern that departments may reduce course offerings for non-majors.

When the general education legislation was approved by the Senate at the March 6 meeting, the word "natural" was removed from the Scientific Inquiry requirement. CEP discussed the implications of that change. It could be that students take no courses in natural sciences. The Committee agreed that it will be important to ensure that "scientific inquiry" remain distinct from "human behavior" in what courses would satisfy the Scientific Inquiry requirement. With that one reservation, CEP is not concerned about the impact of the change.

VII. University Extension Certificates.

A draft response to the University Extension certification on Business Administration was considered and approved for sending. CEP noticed the following statement on p. 3 of the proposal: "In addition, we expanded the Certificate requirements to include Business Statistics II as a means of driving incremental enrollments into the advance statistics course, a ploy that has been successful." The language used here leaves open the question of whether students are being required to take advanced statistics courses for their own benefit or merely to generate additional revenue for the program. CEP strongly supports the principle that certificate requirements should be determined solely on pedagogical grounds. Second, there appears to be a minor error in the table on p. 3 of the proposal. The header states that the Marketing/Sales requirement is a 3 unit minimum but the only course listed (Principles of Marketing) is a 2-unit course. The letter will ask the VPAA to name a Senate faculty advisor who is more connected to the program than is the current Economics Chair, as discussed at the April 1 meeting.

CEP reviewed a draft response to the Teaching English as a Second Language certificate program. The letter discussed CEP's points made at the April 1 meeting related to whether the program provides students with adequate training in English grammar and the structure of English, and whether students are prepared by the curriculum to deal with cultural differences. The letter asks the VPAA to name a Senate faculty advisor, and to bring this certification back to CEP for review next year. The letter was approved for sending.

So attests,

Jaye Padgett, Chair
Committee on Educational Policy