

**Committee on Educational Policy
Minutes
Wednesday, April 17, 2013
Kerr Hall Room 307, 11 a.m.-1:30 p.m.**

Present: Mark Anderson, Lora Bartlett, Max Hufft (SUA Rep.), Olof Einarsdottir, Pam Hunt-Carter (Registrar, *ex-officio*), Tracy Larrabee (Chair), Ronnie Lipschutz (Provost Rep.), Stephen Sweat (NSTF Rep.), Ted Warburton, Jim Wilson, Susanna Wrangell (staff), Jim Zachos.

Absent: Margie Claxton (Associate Registrar).

Guests: Cher Bergeon (Academic Preceptor Designee), MCD Professor Grant Hartzog, Richard Hughey (VPDUE), VPAA Lee, Barbara Love (Articulation Officer), Michael McCawley (Director of Admissions).

I. Announcements

Chair Larrabee reported on the SEC meeting this week

Points covered included:

- Coursera process
- Questions for the VCR search
- Strategic planning
- Systemwide Online Education meeting debrief

OCA Reminder: Members have approved all summer course approvals and need to start the process for fall quarter. Chair Larrabee reminded members to bring any online or hybrid courses to the committee's attention for discussion and approval.

Members approved the consent agenda which included the following program statements:

Art: Music.

Engineering:

Humanities:

PBSci: Mathematics.

Social Sciences: Anthropology.

AD: OPERS.

Other Documents for Approval were removed for discussion:

Revised Exam Week Policy and draft letter to Faculty removed to add a sentence on the grade deadline.

Revised Campus Standard GPA Calculation Policy was removed for further discussion.

II. Approval of Academic and Administrative Calendar for 2013 - 14

CEP routinely approves the campus calendar, which includes academic and administrative scheduling for the year. After a brief discussion members found the calendar unproblematic and approved.

III. Program Statement Review – BMB

The BMB program statement in this year's catalog is missing the inclusion of CHEM 108A which was approved by CEP last year, as part of the major's qualification policy. Unfortunately, the current catalog statement does not reflect this course and the Director of the program, Professor William Scott, just discovered this error and is asking CEP how to resolve the following issues:

1. Can the current catalog be modified to correct this error?

According to catalog rights, these students can only be advised to enroll in Chem 108A as a prerequisite that helps prepare students complete the major in a timely manner and with the necessary knowledge to continue in the program in a pedagogically sound pathway. CEP recommends the department handle this issue through advising, advise students strongly that they need to take CHEM 108A to proceed through the major.

2. Can students admitted under the 2012-13 catalog be held to the major qualification policy approved by CEP, as opposed to the inaccurate version in the catalog?

No, due to catalog rights, the catalog is our legal binding document, that is why the Registrar is careful in publishing the final approved draft per the department. It was accidentally omitted, perhaps there was confusion over the addition of CHEM 108A and not CHEM 108B. The department is requesting permission to use the AIS GPA calculation this year, as long as the department can get the request in by May 8, CEP will review for this catalog year.

3. What would be the most efficient way to amend or correct the error in the BMB program statement that was recently submitted to CEP?

The department will just upload a revised program statement on the OCA. Analyst Wrangell will contact the department.

Members held a thorough discussion on using the grades students earn from Community College's (CCCs) courses when calculating the GPA for department qualification policies. For decades, the UC system has approved the grades, based on articulation agreements on quality of course content that meet the UC standard. Departments requested if it was possible to exclude these grades as part of the GPA calculation for a qualification policy and instead start the GPA calculation based on UCSC courses taken here after transfer. CEP does not have this authority to grant an exception, the decision is governed by system wide as well as divisional regulations. Chair Larrabee will send an informal response to the department faculty that without the articulated course grades for transfer students, the department would create the unintended consequences of blocking transfer students into their majors.

IV. Disciplinary Communication (DC) Funding Moved forward due to lack of time

Members will review for next week's discussion.

V. Pre-consultation for Major Map Discussion with VPAA Lee and Professor Grant Hartzog**VI. Major Map Discussion with VPAA Lee and Professor Grant Hartzog from MCD Biology**

The major maps that Professor Hartzog presented were very easy to read and understand. Having prerequisite courses under one color for each discipline makes it easy to read and see just what the student's requirements for the major are. Creation of these maps by one person

CEP Minutes April 17, 2013 page 2

keeps the expertise integrity and tailoring of each program. Who would have to maintain the maps either by the divisions or departments, an analyst would need to be trained. This version of the curriculum map is easy to explain to new faculty and to students. The number of quarters needed to complete the major are also calculated and the typical course planners per year requirements are listed for quick reference. At the end of the consultation the Registrar and VPDUE were checking into the possibility of the major maps being a part of degree audit in AIS. The vision would be to intergrate the maps into the degree audit process, syncing it in AIS. There needs to be a devoted FTE to this position.

Committee on Educational Policy 2012 - 13