

Committee on Educational Policy
Minutes
Wednesday, December 05, 2012
Kerr Hall Room 307, 11 a.m.-1:30 p.m.

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

Absent: Lora Bartlett, Michael McCawley (Director of Admissions) and Jim Zachos.

Guests: Cher Bergeon (Academic Preceptor Designee), Margie Claxton (Associate Registrar), Richard Hughey (VPDUE), Crown Provost Joel Ferguson, Barbara Love (Articulation Officer).

Executive Session

Committee members decided to call executive session when needed and have the guests attend the meeting at 11 a.m. for Winter quarter. Committee membership unanimously agreed the guests are very important.

I. Announcements

Chair Larrabee updated guests that there will be no executive sessions for winter quarter. She stressed the importance of joint committee work. CEP will be working with CAFA on the major admissions for transfers; it should be closely matched and follow Community College established articulation agreements via either IGETC or BOARS SR 476C. CEP's response to EVC/CP Galloway on the TA Ratio per undergraduate student, will be in tandem with the CPB letter on TA Ratios bases.

At the SEC meeting members discussed donor solicitations. CAFA started a list for majors for transfer students to reference from each dept. that are articulated, PSYCH put pre- calculus on their listed gate keeping classes, per CAFA recommendations, then if you didn't pass these courses for TAG, you did not get into the major, but transfers could still apply, just not as TAG candidate. Preparation of the major is now explicit, and is now being used for TAG only. Admissions will continue working with the departments who want criteria as part of transfer student admission, so these students are properly prepared for the major. Admissions will be reconfirming with departments next week and report back to CEP in January. Majors that have qualification policies, must have an equivalent in place so transfers can declare and this should be based on equity. Transfer students may not be able to take courses for the major criteria, and some of the qualification policies for the majors *de facto* disqualifies these students.

CEP received a request for a paper, that counted for 20% of the grade to be turned in before finals week began, then on finals week students would meet to complete a minor document. Members felt the was unproblematic but expected a final paper worth 40% or more to be due in finals week and not in week 10.

Members approved this week's consent agenda items.

II. Forum Debrief and Post Consultation on Jim Phillips Visit

Chair Larrabee updated members on the recent forum co-sponsored with COT held last week titled: "Moving Online: Stakes and Assumptions". The committee held a discussion on possible future guidelines or responsibilities for CEP to consider when approving any online course offerings, either here at UCSC, UNEX or at UCOE. Members felt the forum was well accepted and a successful start. Chair Larrabee requested ideas for the next forum in winter and discussed creating a handbook for faculty and staff to reference when creating any type of course approval request.

III. Consultation with Crown Provost Ferguson

Provost Ferguson would like to offer a pilot program at Crown College, giving students who don't pass the C1 writing requirement by fall quarter a second chance, during winter quarter, rather than waiting until next fall, thus delaying the students path to a timely graduation. Provost Ferguson presented his pilot program for members to view and discuss. After discussing writing requirements, testing and structure, members agreed with Provost Ferguson, and suggested he consult with the Committee on Preparatory Education (CPE), as this falls in their purview, and submit a draft proposal. To help with this draft Chair Larrabee formed a sub-committee. The sub-committee will meet with Provost Ferguson after his visit to CPE. Here is the membership: VPDUE Hughey, Member Wilson, Guests Bergeon and Love.

IV. Catalog Language Update Concerning Repeating of Classes for a Third Time

Members reviewed the revised version of the text for the catalog and members agreed to the changes and it is approved. The approved language will be sent to the Registrar's Office.

V. Post Consultation on Provost Ferguson Visit

At a future agenda members will review Provost's Ferguson's pilot course proposal for winter 2014 at Crown College.

VI. SUA Students Request to Add Course Syllabi to the Student Portal

Continuing discussion from our October 24 meeting, members agreed it would be helpful to have a description or syllabus attached to approved course offerings. The student could then access this version of the course, in AIS this would be a very lengthy and costly process. Departments maybe able to do this at their websites, or use a parallel system that would be naturally connected to the catalog description. The question of workload still remains. CEP will look into communicating with departments during the programmatic outcomes objectives pilot sponsored by VPAA Lee.

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