

**Committee on Educational Policy
Minutes
Wednesday, March 13, 2013
Kerr Hall Room 307, 11 a.m.-1:30 p.m.**

Present: Mark Anderson, Lora Bartlett, Olof Einarsdottir, Max Hufft (SUA Rep.), Tracy Larrabee (Chair), Ronnie Lipschutz (Provost Rep.), Stephen Sweat (NSTF Rep.), Ted Warburton, James Wilson, Susanna Wrangell (staff).

Absent: Pam Hunt-Carter (Registrar, *ex-officio*), Richard Hughey, (VPDUE), Kayla Oh (SUA Rep.), Jim Zachos.

Guests: Cher Bergeon (Academic Preceptor Designee), Margie Claxton (Associate Registrar), Barbara Love (Articulation Officer), Michael McCawley (Director of Admissions).

I. Announcements

Susan Strome will chair the Honors sub-committee, who will work on a charter for Provosts and others to have a document to reference based on roles. This will bring clarity to the Honors courses that instructors are creating and teaching, facilitating better communication and coordination between affected units. CEP will be working on principles for online education in cooperation with CCT and COT, Chair Larrabee and Member Bartlett will work on the first draft.

Guest McCawley, Director of Admissions, informed the committee that admissions will be releasing decisions, for frosh at mid-night today and Sunday for 2000 transfer students. This is the first year UCSC has been the most selective of the freshman class and our campus is more selective than Riverside and Merced. Admission rates may dip below 50% and should land about 46-48% based on the new selective process mandated by UCOP.

Chair Larrabee has been invited to the conference on Coursera. Members are welcome to send any ideas, comments or concerns she should address or keep in mind while at the conference.

Chair Larrabee reported on the SEC meeting where members held discussions on international student resident enrollments, strategic planning and the VCR search sub-committee. The next online education forum will be hosted by COT and CEP, with COT taking the lead on answering the “big questions”, before creating online education courses.

CEP received a response from CRJ&E to Physics on their request about students repeating a course with a passing grade, who are not prevented from enrolling on AIS. CEP will send a request for a meeting with the VPDUE and the Registrar’s Office on what it would take to put in place, the divisional regulation is based on the Systemwide Regulation, which only allows repeating a course when the student receives a grade of D, F, or NP.

A faculty member sent in a request about the function of the AIS Waitlist, some courses have no lists until late in the quarter, after the second pass, when the wait list opens up for enrollment. Many faculty are open to increasing enrollment, as long as more TA support can be provided by the sponsoring agency. Chair Larrabee will set up a meeting with VPDUE Hughey and report back to CEP.

Member Bergeon mentioned the new online version of Math 19A, does not have information for enrollment or in person office hours for students. The department responded and is being proactive; contacting perspective students and requiring an in person mandatory meeting before they enroll as well as an informative email to advisors.

CEP may receive hiring criteria for GSI proposals for hiring of Masters students from the VPAA and the Arts Dean for CEP to review and consider adopting. The model is closely based on the UCLA program.

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

Art: Theater Arts.

Engineering: None.

Humanities: Russian, Spanish, Spanish for Heritage Speakers.

PBSci: None.

Social Sciences: None.

The February 20, 2013 minutes were approved with corrections.

The following letters were also on the consent agenda.

CEP's responses to the Chemistry/Biochemistry Department's qualification to the major request, Physics Department Program Statement, and Economics Department DC Request.

Member Warburton will investigate a compliant for a Theater Arts course and report back on his findings. The student claimed she must attend the performances that were not listed in the schedule of classes, the schedule conflicted with her other courses. Should this course be restricted to Theater Arts majors only?

II. Course Approval Process

Associate Registrar Claxton discussed the course approval process, priorities and timeline.

Members will access the Online Course Approval (OCA) database, where courses for approval will be for sub committees to review later this week. The priority is summer session and fall course approvals, but members may approve any and all in their list. Members are reminded to use the comments field for Associate Registrar Claxton to reference when responding to the departments. Associate Registrar Claxton will approve simple suspensions or re-activations based on past delegations of authority.

III. Major Qualification Criteria for GPA Standard for Departments

Members delayed discussing the GPA standard for departments to adopt when necessary with regard to re directing students to a more appropriate major based on skills and attributes. The draft will be discussed at the April 3 meeting in spring quarter.

Members did discuss what programs should be allowed, for example, programs should be allowed to limit the student to one or two failing grades in courses for the major declaration, having only one fail is too restrictive. CEP will create guidelines for clarity and simplicity for each department to access, and with the implementation of tools in AIS for faculty, students and advisors to access.

IV. Program Statement Review: Earth and Planetary Sciences Department

It is not clear what courses are required to declare the major for either natives or transfer students. CEP will make recommendations to move the sections on transfers below the requirements section, for clarity. Chair Larrabee will draft the response.

V. Program Statement Review: Mathematics Department

The department has added major requirements to all tracks for all sponsored majors. Members found the addition of courses unproblematic, but would like justification for the change and stakeholder confirmation before CEP can approve. Member Einarsdottir will draft.

VI. Program Statement Review: LALS Department

There seems to be inconsistencies in the transfer policy and the major requirements. For the transfers, LALS 1 is not listed on the planner, but LALS 80 is listed twice. The major requires only one LALS 80s course, this may be a typo, the 80s course listed for fall should be LALS 1, which students are required to take at UCSC per the articulation agreement with the CCCs. For the LALS 80s courses, the department will consider a petition for a substitution course taken at another institution, as stated under the LALS/Literature combined major. It is not clear if this is true for all transfers, or just that combined major requirement. CEP will ask the department what courses would be considered for substitution of an LALS 80s course, clarification on the planner and LALS 1. Member Anderson will draft the response.

VII. Mid –Cycle Review Reports for the Departments of Linguistics and Education

VPAA Lee is requesting CEP's comments on his recommendation for the review cycle for the departments of Education and Linguistics. He is recommending a 6 year review cycle for Education and an 8 year cycle for Linguistics. After discussion, members agreed with this shorter review period for Education and approved. For the department of Linguistics members discussed and found the 8 year review cycle unproblematic. Chair Larrabee will draft the letters.

VPDGS Miller is also requesting comments on his recommendation for an eight year review cycle for the department of Applied Mathematics and Statistics (AMS). CEP members felt due to a tenuously small faculty and heavy commitment as a service department for undergraduate education, the department should be kept on a six year review cycle. The shorter cycle may help the department in changing their vision and planning for future hires. Member Einarsdottir will draft.

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