

Committee on Educational Policy
Minutes
Wednesday, May 22, 2013
Kerr Hall Room 307, 11 a.m.-1:30 p.m.

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

Absent: None.

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

I. Announcements

Chair Larrabee updated members on responses to our email on closed week and exam schedules. Members discussed how the deadline was ultimately for the undergraduates to have sufficient time to work on a project or a final paper. Many times students are required to submit very long papers for all three of their classes. Many faculty respect the policy, others have the right to petition for an alternate due date by sending in a request the first week of the effected quarter, these can only be approved for extraordinary circumstances. History of Consciousness 12 needs approval for the fall schedule and members approved as long as the final is not due on the last day of class but during the finals week exam per the schedule of classes.

TM Department Establishment Response to VPAA Lee was approved.

Members did not approve the following program statements which were pulled off the consent agenda for discussion:

TIM Program: the program should list specific courses required for the GPA calculation, CEP assumes these are the foundation courses and not both TIM and other courses. Request the program list course requirements for transfer students based on articulation.

EE Department: the program statement references the SOE GPA, which needs to be deleted, let the department know if a student fails one of the physics series courses, they may be delayed in declaring and have to appeal. Appeals process is missing, recommend the standard CEP appeals language.

CMMU: Course CMMU132, is listed as a topical requirement and also fits with the regional/historical electives requirement, request if the course can satisfy both requirements.

BMB: there is some confusion, the program did not include CHEM 108A in the qualification policy, which was approved by CEP last year, is it still part of the qualification policy? If it is one of the four policy courses, the program statement would need to be updated from four to five, including the mathematics course. It appears a student can only fail one of the five courses. Members would like BMB to remove language referencing fake grades and non-grades, bullets points 2 & 3, on AP credit and the creation of grades for AP credit will not be included in the AIS GPA calculation. These are set by a chart based on scores departments will accept for their majors. Recommend removing this language or accept the scores set by the UCSC AP chart at the Admissions website.

Biological Sciences & MCD: the sections on qualifying and declaring: the first sentence on qualifying courses says below but the courses are above the section, replace below with above to point students to the right courses. Also for all three program statements, for consistency, the appeals process language should be the same. Associate Registrar Claxton will follow up with Biology on the appeals issue.

II. Online Course Approval for Psychology 10

The Psychology Department would like to add the prerequisite of a lower division mathematics course in addition to PSYCH 1 for PSYCH 10, which is their “second change” for students who don’t qualify for the major after a fail in one of the foundation courses for the major qualification. Earlier this year CEP requested the prerequisite for majors only be removed to allow students who need a second change to qualify for the major be permitted to enroll. The department would like to add the mathematics course since it is necessary and a prerequisite for the upper division courses in the major.

For the response:

- The additional prerequisite does not allow the students to take the mathematics course later
- When Psychology applied for their major admission policy two years ago, the department submitted data justifying the students progress in the major based on passing the lower division mathematics course successfully. Students who did not do well, did not always progress satisfactorily through the major.
- Members are not satisfied with justification for adding the mathematics prerequisites and voted to request more information before an informative decision could be made.

III. Online Education Website

UNEX Dean Lynda Rogers is requesting CEP recommendations for an information website that faculty can reference for creating online courses. Members held a discussion on the questions listed below and produced a draft of ideas which Chair Larrabee will use to create the first draft. Members will continue the discussion at a future meeting.

1. CEP position statement (Under what conditions do we support online education?)
 2. Guidelines for developing online courses (We'll provide the details, but we need a general position statement in support of quality course development.)
 3. Online course approval process (We'll present the approved process and form(s) on a separate tab—this is a general overarching statement.)
 4. Intellectual Property Rights — If I develop an online course or online course materials and use campus services who owns the IP rights? We'll provide them information on Fair Use Guidelines and information on how this plays a role in the MOOCs. They need reassurance that they will own their own IP rights.
1. Options for online course development — (e.g., blended course, flipped classroom, supplemental course materials) — In other words, can I participate in online course development even if I don't have a current interest in developing a fully-online course? Do I need to submit a proposal for a blended course or flipped classroom?

IV. UNEX Certificates Environmental Safety and Health Management, Hazardous Materials Management and Occupational Safety and Health Management

CEP members did not have enough information to approve renewal for the certificates and will instead send a request for more information to UNEX Dean Rogers. Since there were no expert faculty campus advisors, CEP members recommended staff, who are experts in these areas on our campus to review and evaluate. It seemed like a small cohort complete these certificates and members would like to know if funding costs are resource neutral.

V. UCDC Program Statement for Approval

The UCSC UCDC Director would like to have the UCDC Program statement included in this year's catalog, 2013 -14. Members reviewed the revised program statement and course listing descriptions with the new UCDC subject area for courses: 194 A, B and 199, 199F and approved.

VI. Process of Approving Graduate Student Instructors(GSI)

There has been a running debate on campus on the effectiveness of CEP approving graduate students to teach lower and upper division undergraduate courses. Members reviewed the process for approving, it is important to note that most of the students who are offered these teaching positions come highly recommended from faculty in the sponsoring department. Most faculty work closely with their students in their area of research and are considered to be outstanding or very good. Members approved the packet of summer session GSI requests and will discuss the process at another meeting.

VII. Disciplinary Communication (DC) Funding Grant CALL Draft

Members reviewed the latest draft CALL for DC funding grant proposals for the 2013-14 academic year and approved. Analyst Wrangell will coordinate with the VPDUE's Office for CALL of applications and submission next year.