

**COMMITTEE ON EDUCATIONAL POLICY  
MINUTES**

**Wednesday, May 07, 2014  
11 am-1:30 p.m., Kerr Hall, Room 307**

Present: Ben Carson, Olof Einarsdottir, Tracy Larrabee (Chair), Michael Mateas, Roxi Power (NSTF Rep.) Mary Beth Pudup (UCEP Rep.), Tchad Sanger ( Registrar, *ex-officio*), Heather Shearer, Ted Warburton, Susanna Wrangell (Staff).

Absent: Cher Bergeon (Academic Preceptor Designee), Ronnie Lipschutz, (Provost Rep.), Vanessa Morales (SUA Rep.), Kayla Oh (SUA Rep.).

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

**I. Announcements and Updates:**

The Committee on Educational Policy (CEP) has received a complaint on our appeals language for the catalog, and after a thorough discussion members strongly agreed on the response.

**MCD Biology Department Concern:**

MCD Biology sent in a concern with regard to students who have passed the declaration deadline to declare a biological sciences major, there could be as many as 400 students. After discussion, CEP members shared the department's concern agreed that the students should finish up by spring quarter and then be able to declare. The Committee has sympathy for the department; which represents a very large number of student majors; however, with regard to students, there seems to be confusion on qualification policies. It is still a very new concept on campus; when admitted to the University students are qualified for a major, what major is up to the student's academic ability and interest. CEP members are in agreement, that if students do not declare in time and or do not qualify, then the department should just say no. This would send a clear message that deadlines and qualifications have meaning and create a shift in culture that the students would adapt to rapidly.

**UCEP Meeting Debrief:**

Issues discussed included:

- Cross Campus Enrollment: for Doctorial students.
- Compendium: Review of additions and deletions for comment
- AP Credit for English Language baccalaureate Exam; there are different policies at each campus, and should have credit given for upper division writing classes.
- HUB next steps, is now only being planned for the future over the next couple years. The remainder of the 10 million dollars will be distributed over campuses for ILTI offerings.

All Items were pulled from the Consent Agenda for Discussion:

**Program Statements:**

**Arts Division:**

**Humanities Division:**

**Engineering:**

**PBSci:**

Biological Sciences: CEP will approve after removal of non-grades, listed under the Biology B.S.: Students with non-grades (~~I, IP, DG, Z, AC, NC, etc.~~) with non -grades in any of the policy courses will not be eligible to declare until a grade has been assigned. Also, under requirements for the Biology B.S., BIOE 107 is listed both as a requirement and an elective, please remove the BIOE 107 from the list of electives.

EEB Biology: Members want the department to submit justification why the courses listed in the qualification policy are predictive for success in the upper division for progress in the major. From data gathered, 60% of EEB majors complete BIOL 20C by their second winter quarter, and the course does not have pre-requisite designation. CEP will request justification before approving.

### Social Sciences:

#### **II. American Studies Department Disestablishment and Associated Academic Program Discontinuance**

VPAA Lee is requesting CEP recommendation on the attached proposal for disestablishment of the Department of American Studies and for discontinuance of the department's associated academic programs. These procedures have been set in motion by Dean Ladusaw, as the department holds no FTE. CEP members agreed to the request by the Division and VPAA and recommend department disestablishment and discontinuance of the academic program.

#### **III. WASC Essays for Comment Only**

The Senate has been asked to review the WASC essays. Members reviewed the draft essays and have the following suggestions for the Committee's response:

##### Essay 1: Introduction: Institutional Context; Response to Previous Commission Actions

This section heading, it is not at all clear, missing information on transfer students, needs to strengthen comparative selectivity and popularity at UCSC, with other UC's or check national trends.

##### Essay 2: Compliance with Standards

Diversity should cover our increasing efforts to support our increasing international student structure in the executive summary.

##### Essay 3-4: Degree Programs and Educational Quality: Meaning, Quality, and Integrity of Degrees; Student Learning and Core Competencies

Transfer students are not mentioned in this section, other information is rooted in Program Learning Outcomes (PLOs), which is not currently true, but maybe true in the future. PLOs are service components and not teaching components. CORE competencies, in written and oral communication, where did this data or information come from? CEP believes these are tied to our General Education Requirements (GEs) but are not well defined as written here. On page 2; College Core courses need to be defined as composition courses with a thematic focus.

#### Essay 5: Student Success: Student Learning, Retention, and Graduation

Good information, but not written clearly. Some claims are made in reference to “factors” and presumed demographic categories that are strangely omitted. Discussions of change over time aren’t made in reference to specific periods of time. Departments will receive data once every six years, or data are provided to departments every 6 years.

#### Essay 6: Quality Assurance and Improvement: Program Review, Assessment, and the Use of Data and Evidence

Please change the current wording on PLOs. PLOs will be reviewed during program review cycles and not in annual reports by CEP. Our campus does not have any data on a PLO system, members are concerned this may open up the door for a question to examine data on PLO evaluation. Members recommend changing the wording to: “In the process of implementing the PLO system ....”

#### Essay 7: Sustainability: Financial Viability; Preparing for the Changing Higher Education Environment - Olof

Editorial comments more examples

#### Essay 8: Conclusion: Reflection and Plans for Improvement

Section 6: the strategies are missing, so we feel this will be filled in eventually. Members found the following typos:

page 40:

"that saw UC system" -> "that saw the UC system"

page 41:

section 4 mentions six strategies but then just has a bullet list saying "strategy one" through "strategy six" in red, as mentioned above.

### **IV. Revisions to the Compendium**

Members held a brief discussion last week and found the document unproblematic. There was one deletion of material that members felt could be helpful, on page 14, clarifying examples of the difference between degree title and disciplinary area. Members thought the document was better without the deletion of the example, but did not feel strongly enough to object to the document as it is.

### **V. Proposal for Computational Media Department Establishment**

VPAA Lee is requesting CEP recommendation on the attached proposal for establishment of the Computational Media Department and for change in administrative home for the programs. CEP may want to consider what criteria should be in the Memoranda of Understanding (MOU) since it has not yet been created. After discussion members agreed the establishment of a department in computational media is a growing interdisciplinary field that crosses the computer science discipline with those in the arts, humanities, and sciences. Members will finalize the response next week.

Members have the following suggestions for the MOU’s between the two departments [Computer Science and the proposed CM]

- Keep the special interdisciplinary relationship on advising engineering students between the departments

- Confirm that there will be no changes with regard to curriculum the required upper division courses are established for CS students and CM would reciprocate for CS students
- Seats reserved or guaranteed for CM students should be included, have both departments agree on a broad principle, but create language for on-going discussion of enrollment issues or capacity. Over enrolled courses maybe likely to occur
- CM should negotiate with CS with regard to TA resources, not set any expectation, but instead include a clause to negotiate with the department on any unforeseen need

## **VI. Senate Meeting Update on Articulation of Online Courses: Guidelines for Departments**

Departments are reluctant to accept any online course to satisfy major requirements and some are insisting that the student take a course in person, which can cause hardship for some. Members held a discussion and may create a document of guidelines for the future. CEP Chair Larrabee will report on an articulation of online courses, as many are already articulated systemwide. For the presentation members will create a draft based on the following criteria:

- Syllabus comparison and appropriate course work , articulation is based on curriculum and not mode of delivery, online courses do not appear on transcripts
- Online articulated courses are vetted by experts in the field
- Learning objectives: are these the same or equal to the UCSC standard of quality?
- Higher education is a changing environment and decisions on articulation align elsewhere
- Include an update on the Disciplinary Communication and Calendar deadlines

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