

**COMMITTEE ON EDUCATIONAL POLICY
MINUTES**

**Wednesday, October 02, 2013
11 am-1:30 p.m., Kerr Hall, Room 61**

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

Absent: Ronnie Lipschutz (Provost Rep.).Michael McCawley (Director of Admissions), Vanessa Morales (SUA Rep.).

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

I. Announcements and Updates

Chair Larrabee called the meeting to order and members were asked to approve the consent agenda. The consent agenda included: graduate student and undergraduate student teaching appointments, petitions for students, the draft minutes and the annual letter to faculty.

II. Honors Documentation

As part of CEP's charge the committee reviews course requests and programs. CEP will work with CAFA on the Honors Program and invited last year's Honor's sub-committee Chair, Susan Strome for today's discussion.

Last year two members from CEP also served on the sub-committee for the Honors Program which is sponsored by the colleges. VPDUE gave an introduction and history of Honors at UCSC.

Three Colleges will be focusing on students at end of their second year to participate in research opportunities. This Challenge Curricula is a second year program and is important for retention issues, for those students who are looking for more rigorous curricula and should be a compliment to the first year program. What is important is that all of our students be able to participate in these types of courses. Professor Strome gave an overview of last year's curricula and updated members on future steps for the program. Chair Larrabee asked members interested in joining the joint sub-committee to contact her.

III. Course Approvals

The Committee discussed various types of course approvals from the online course approval database. Routine courses are approved by sub-committee members but sometimes there are exceptions the whole committee must consider. Members discussed the following courses and their outcomes:

COWL 156M: Before members could approve, CEP needs more information; the questions for the requested GE need to be addressed. Members will request the supplemental questions be addressed.

Crown 81: Crown College would like to have a second offering of core class in winter quarter for students who don't satisfy ELWR or C. This course would offer the students a second chance

not have to wait another year before repeating the course. This is a pilot offering and precedent setting, CEP has not approved a course offering like this in the past. Provost Ferguson gave a presentation of his proposal for a pilot to offer a second course. After a very long and thorough discussion, members needed more information before making a decision; due to lack of time the item was tabled and Chair Larrabee will send the following questions to Provost Ferguson for our next meeting:

- *What if a student fails both classes?*
- *How will the student be graded?*
- *How is the current solution inadequate?*

HAVC 193F- normally individual studies courses are not approved for a GE designation. The Service Learning requirement is earning units off campus but there are on campus offerings. This course seems to have objectives and defined rigours not generally associated with an independent study course; members suggested the department think about renumbering the course. If these students work under one instructor and do service together, then this could be the PR-S. Members need more information and will ask the department for a formal description of course material integration, cohort of students and classroom time. The hours quoted say for the quarter, but should be for each week; this may be a typo.

PSYCH 159A is an additional course for the Psychology Department DC curriculum. This type of submission to an approved DC curriculum plan can be approved by a sub-committee. The course is being re-activated after suspension. Members were not comfortable with approving without more information. Associate Registrar Claxton will send previously approved DC curriculum courses for the Psychology Department and members will review and discuss next week.

Spring Break Service Course : Colleges 9 & 10 would like to offer a course over spring break and are looking for guidance on how to proceed before a complete proposal will be submitted on the OCA. It would most likely be structured as a spring course, that would also meet during spring break.

After discussion members will address the following concerns in a response letter to the colleges:

- This should be two separate, one unit courses, one for preparation and one for community participation, to be completed during spring break
- Ideally, the spring course would have a report on what was done in the winter quarter
- The first course would be a prerequisite for the second course, with GE designation PR-S
- CEP Members prefer this to be offered in series

UNEX AMS 5X : UNEX would like to offer this online course for credit for UCSC students, just before the meeting started UNEX withdrew the request and will be revisited in the future.

IV. Z Grades in AIS – Moved forward to next week due to lack of time

Committee members will decide if legislative changes need to be made or just define the Z grade and send out communication to the campus community.

V. External Review Discussions - History of Art and Visual Culture (HAVC)

Members found the report to be very positive, but we would like to highlight two areas of concern for discussion at the closure meeting.

- The first area of concern is the undergraduate curriculum and applaud efforts to restructure and redesign the curriculum in light of budget cuts and constraints. At this time, members noted that the department has an excellent Time to Degree (TTD) average, with native frosh graduating in 12.1 quarters with transfer students taking a bit longer than ideal at 7.2 quarters. We imagine this could be the result of students not selecting the major immediately; what does the department say about this?
- ERC's recommendation for (and the department's response to) HAVC's intellectual mission—also known as the area studies debate. What is the potential impact of possible changes in mission on undergraduate curriculum, flexibility, and time to degree? The ERC did not address the effect of the new undergraduate GE requirements on the department's mission and curricular offerings. Has there been a change with the experience of conversion to new GEs on students and faculty? Has the department considered substitutions for major course requirements from other departments?
- The second area of concern is teaching and learning and the loss of discussion sections. Peer tutoring and graduate student teaching assistants received positive reviews but peer mentors should compliment and enhance undergraduate education, but not be a replacement for graduate student instructor TAs.

VI. Catalog Year Authority Report

CEP members reviewed and discussed the report on readmitting undergraduate students who may readmit to the University after an absence greater than two years, but no longer retain rights to the catalog in effect at the time of their enrollment. CEP delegated this authority to the Provosts, who approve advising staff, to re-set their catalog year that fits their graduation needs, thus avoiding numerous petitions to CEP. Members agreed to extend authority for changing a student's catalog year rights for another three years through 2015 -16 with a report due fall 2016. Chair Larrabee will send approval via email.

VII. Members Items moved to next week.

Committee on Educational Policy, 2013– 14