

**COMMITTEE ON EDUCATIONAL POLICY
MINUTES
Wednesday, October 16, 2013
11 am-1:30 p.m., Kerr Hall, Room 307**

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

Absent: Michael Mateas, Vanessa Morales (SUA Rep.).

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

I. Announcements and Updates

Chair Larrabee gave a brief update on the Strategic Planning Task Force. There will be a joint task force on defining an Impacted Majors with the Committee on Planning and Budget and interested members volunteered.

VPDUE Hughey announced the summer session deadline for proposals and GSI appointments is due very soon and directed members to the UE website to read the Summer Strategy proposal. There was a brief discussion on what unit is responsible to send out an annual reminders for the fall quarter deadline to give departments adequate time to plan and prepare packets.

Consent Agenda;

The September 25 and October 2 meeting minutes were approved. The HAVC external review letter for the closure meeting was approved.

II. International Recruitment Assessment

Members discussed the report on International Recruitment Assessment report prepared by CBD Solutions, LLC, a consultant group. Members found several areas of concern:

- Recruiting of undergraduate students is the target population and majors are not a consideration but Admissions does advertise majors that are popular on campus as a recruiting tool.
- There is supporting data to the probable negative effect with regard to retention of international students, they should not be housed in one college but distributed around the campus, but currently this is the practice at UCSC
- Some international students will require ELL 2 experts or curriculum (English Immersion Program) to support their academic needs. CEP feels that having international students housed only in Colleges 9 & 10 disproportionately disadvantages core instructor. CEP requests resource allocation for additional curricular needs.
- Summer session intensive language programs may not be possible for this population of students due to federal regulations on student visas

- An immersion program offered during fall quarter for students enrolling in winter courses could be offered to meet student needs, if allowed by visa regulations
- A type of centralized meeting place for international students (Office of International Education) to gather and meet is required, much like the STARS program for transfer students, some students will require cultural assimilation, while others will not, but all should have the freedom to choose. Advisers with expertise in international student populations for academic as well as community bonding will be needed, either by training programs for current advisors who would then be centrally located, or have floater office hours at the international student resource center, lounge. Training for housing staff such as RAs and other staff positions who would be in a supporting role.
- UCSC could network with local Language Schools and act as a feeder school, but cautions against guaranteeing entry to UCSC
- CEP agreed with the recommendation for an International Education Office that reports to the EVC

III. Course Approvals

Chair Larrabee discussed the confusion over which form to use when making a very minor change such as a final paper to a final exam or vice-versa: Is this a minor revision or even necessary for CEP to review? In the past, a major revision to a course was required when the course content changed significantly. Members will re-visit the forms again this year at another meeting. Members wording for future consideration :

“A major course revision approval process is required if there is any substantive change in course goals and content. ”

“A minor course revision approval process is required if course goals and content are not substantively changed, but there is substantive change in student workload, student assessment, or course format.”

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 that the whole committee must consider. Members discussed the following courses and their outcomes:

Crown 81 is a second offering of core in winter quarter for Crown students who don't satisfy ELWR or C1 and would not have to wait another year before repeating the course, the request is for two courses. CEP members discussed previously and decided more information was needed.

After a thorough discussion members could not approve the course. CEP will send a letter to Crown with the following recommendations:

- The Provost and Writing instructors have the right motivations and devotion to the students' opportunities in Crown 81 Core writing
- The students might be served more simply with a repeat offering of 80A in the winter
- If not resource-feasible, we are recommending that Crown College consider offering a “stretch” course instead, or perhaps follow the model of College Eight, where the Plenary Session and the Writing-Intensive Sections are separated and it is possible for students to pass the Plenary Session and fail the Section.
- With grading there are problems with privacy and instructor of record and cost to students.

PSYCH 159A an additional course for their approved DC curriculum, a sub-committee can approve this type of request, it is not a new course, or proposal, this course was part of the original curriculum and is being re- activated after suspension. Members reviewed other approved DC courses for the Psychology Department and concluded this course meets the requirements to satisfy one half of their DC plan and approved.

IV. Z Notations in AIS

Committee members will decide if legislative changes need to be made or just define the Z notation and send out communication to the campus community. Members needed more information before a decision could be made. Members will revisit the Z notation in a future agenda.

IV. Challenge Program in the Colleges

The sub- committee has been formed and will be meeting soon. Members will discuss the proposal next week.

Committee on Educational Policy, 2013 – 14