

**COMMITTEE ON EDUCATIONAL POLICY
MINUTES**

**Wednesday, February 26, 2014
11 am-1:30 p.m., Kerr Hall, Room 307**

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

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

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

I. Announcements and Updates:

CEP received two urgent requests before members could review the approved agenda items. The Campus has been alerted to a possible week long strike. Department's that give two mid-terms are concerned their students may have to miss taking the second mid-term during week 9 and instead are requesting approval for week 10 to administer the exam, which typically, is reserved for studying. CEP members agreed, if the exam were 30% or less of the grade this would be acceptable as long as permission is requested in advance. Before the meeting was finished the strike was called off, but another group of employees may still be striking sometime next week.

Provost Poblete from Kresge College is requesting approval for Kresge 171 as part of the Challenge program series of courses available to students in this program. CEP agreed to approve for the specific syllabus submitted but are requesting re-submission of the proposal each year to account for the change in topic. The Writing Program representatives have offered to help write a more abstract, overarching proposal that CEP could give blanket approval for the course, regardless of the specific topical focus.

CEP members have agreed that Minors should not be included as part of a qualification to the major policy but this request is part of the policy application process. This year, CEP learned that implementing a qualification policy for the minor can have a very negative effect as our students, who often declare a minor in their senior year when they cannot complete the major. Hence, enforcing a qualification for the minor in a senior year would frequently not be in the best interest of the student. Members agreed to remove this question from the application and re-post to the website.

The VPDUE's proposal concerning international affairs and staff was discussed at the CAB/SEC meeting. The committees did not all agree on the response. The role of non-academic overseeing academic programs was discussed at SEC where members strongly supported the Colleges as a foundation of community, writing, and retention for student education but are not resourced adequately. SEC supports the colleges, but does not support a major being hosted here.

The CEP minutes for February 5, & 12, 2014 were approved as written.

All Items were pulled from the Consent Agenda for Discussion except the Arts Division:

Program Statements:**Arts Division:**

Digital Arts & New Media: Approved.

Theater Arts: Approved.

Humanities Division: Spanish Studies

PBSci: Biological Sciences, EEB Biology, MCD Biology

Engineering: BENG

Social Sciences: Economics, Environmental Studies, Sociology

Letters on Consent Agenda and are approved: History and Humanities Divisional Class Scheduling Policy, Earth & Planetary Sciences Program Statement request, and the response for the Sustainability Minor in College 8.

II. Overseeing Deans of Academic Programs

The Senate Chair has requested Senate committee input on the VPAA's request on the role of deans whether a non-academic deans should be allowed to be the lead, or "overseeing," dean for a program of undergraduate study. The campus policy does not define this role.

This could be a transitional process, to foster or facilitate more interdisciplinary programs, and could possibly launch "think tanks" for faculty and students, in areas of limited interest or small group interest.

For the Response:

- Members agree with a non-academic dean overseeing a minor or other non-degree program hosted by a College, this would add more weight to the College experience at UCSC
- More interdisciplinary collaborations, are successful, these could also be embraced by the divisions, resource allocations would have to be reconsidered
- Multi-divisional incentive programs could help with fund raising
- Programs of this nature could fill the demand for certain short-term interdisciplinary collaborations

III. Program Statement Spanish Studies

Members are requesting a revised program statement, the style resembles the language that was part of the degree proposal.

IV. Program Statement Environmental Studies

Member applauded the department for removing a bottle neck course from their qualification for the major policy and have minor corrections for the catalog copy:

- Change the header from Admission to Qualification policy
- In the student transfer section, this course is missing AMS 7/L
- "Transfer students are accepted in the environmental studies major in the fall quarter only." CEP wants "fall quarter only" language removed; replacing it with "transfers can declare after successfully passing AMS5 or AMS7/L, depending on the major choice, in their first quarter"

IV. Program Statements**Economics**

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Members are overall pleased with justification that satisfied CEP to keep the 2.8 GPA for qualification to the major. However CEP has the following recommendations:

- Remove this language that does not support regulations:

“If any of the qualification courses are repeated, the department will only consider the grades from the first attempt in determining whether students qualify for admittance into the major.”

- Remove any reference to excluding W grades

“Courses for which the grade of W (withdraw) is given are not counted in the computation of the average grade for those three courses.”

- At UCSC there isn't a policy on residence requirements for majors. Members would like justification from the department for students only having to complete two courses at UCSC for their UCSC Economics degree. Here is the text:

“All transfer students must complete the senior comprehensive requirement at UCSC. Economics and global economics majors must take at least two of their upper-division economics electives at UCSC. Business management economics majors must take at least three of their upper-division economics electives at UCSC, one of which must be 101, 133, or 135. Courses taken for credit elsewhere may not be repeated for credit here.”

- Under your Transfer Student Section, what does the department mean by "requests" in the text below:

“Students should check on assist.org for already established equivalency agreements. Transfer students are strongly encouraged to have these requests reviewed by the department prior to matriculation at UCSC, since an offer of admission to UCSC does not automatically imply admission to the economics major.”

- Immediately prior to the Minor Requirements section is this text, where the department wants changed the word "five" to "four" (in bold below). It should read "one of the four elective upper-division major requirements" for accuracy:

“Courses 191, 192, 193, 193F, 198, and 198F may not be used to meet major requirements. Either course 195 or 199 may be used to fill one of the four upper-division major requirements. Other electives are listed under the Business Management Economics program description.”

- The same small correction as above needs to be made to the BMEC and GLEC major sections (adding the word "elective" to the "upper-division major requirements" for which the string of 190 courses can substitute).
- "Admission to Major" should be changed to "Qualification to the Major."
- Qualification policy for a minor: request removal.
- Needs standard appeals language CEP developed last year for consistency in program statements:

“Students who are informed that they are not eligible to declare the major may appeal this decision by submitting a letter to the department chair within 15 days from the date the notification was mailed. Within 15 days of receipt of the appeal, the department will notify the student, college, and Office of the Registrar of the decision.”

Sociology :

Members will request the following:

- 3.0 GPA does not have justification or a qualification policy request posted on the OCA

- How is the 3.0 calculated, only over two of the three courses that are now required, does the department accept the top two grades?
- If the department chooses not to apply for a qualification to the major policy, CEP would approve a GPA based on all three courses and accept 2.0 or better

BENG:

The program statement has been re-written and is easier to read.

CEP has the following recommendations:

- Declaration deadline for qualification and major is the 6th quarter which is the campus deadline, the qualification deadline for the major should sooner
- Upper division courses are included here, CEP has not approved for other departments and will request justification
- Transfer students section should be revised, these students would have a hard timing becoming a BENG major, 10 courses are required, this is not consistent with the 9 courses required of our own students prior to major declaration.
- There is an additional ninth course needed to qualify, CEP will ask for justification data
- Remove Chemistry 112A. This should be removed as this organic chemistry series no longer exists.
- Members would like the Writing 2 course to be taken earlier in the student's career
- Amend the letter grade policy to be consistent with the SOE Divisional catalog statement
- The Honors in the Major section says "Students with an SoE GPA of 3.7 *in most cases* receive highest honors. Students with an SOE GPA of 3.3 *in most cases* receive honors." Please change this to
"Students with an SOE GPA of 3.7 receive highest honors. Students with an SOE GPA of 3.3 receive honors. A student meeting the GPA requirement for highest honors or honors may not receive honors if a student has been found guilty of academic misconduct." This makes it clear what "in most cases" means.
- Typo: "Biomolecular Engineering 80G, Bioethics in the 21st Century: Science, Business and Society" Missing space after comma in "Science, Business".

Biological Sciences:

CEP is not opposed to both Biology Department's request to remove the Biology B.S. major but want the department to consider the recent data from AIS/COGNOS, the BIO B.S. currently has 213 proposed majors and 122 declared majors. Considering that 88 students graduated in this major last year, these numbers indicate that a fair number of students move to the Biology B.S. major after declaring in a different major. CEP will only request the department to reconsider and if not to start the process

by following the procedures found in the following policy

<http://planning.ucsc.edu/acadplan/PgmApproval/Policy.Nov2013.pdf> on page 6 for discontinuance of a degree program.

- Transfer Student" section be more explicit, informing students exactly which courses or equivalent they should take prior to transfer
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EEB Biology: moved forward.

MCD Biology:

Biology is adding an introductory lab course to be consistent with other Biology departments.

- *BIOL 101*. CEP members support the pedagogical reasons for adding Molecular Biology (BIOL 101) as a requirement for all three majors
- The changing of Eukaryotic Biology 115 from a requirement to an elective also makes sense because it allows MCD more flexibility for the MCD majors.
- Uncoupling of BIOL 100 from Chemistry CHEM 103 is approved
- *BIOL 20L*. BIOL 20L does not appear to be an indicator for success in the Human Biology major and the four sample plans show this course being taken in 5th quarter, 6th quarter, 9th quarter, and 10th quarter.
- CEP has some reservations about making this course part of the qualification policy. However, CEP members believe there are very good pedagogical arguments for requiring an introductory biology lab as it will better prepare students for upper division courses.
- *3-unit versus 5-unit classes*. The department proposes to create 3-unit classes on more advanced elective topics limited to 30 students. However, CEP is unclear about the following request: “In the short term, we are requesting permission to count a 3-credit course as a 5-credit course so that one of these classes can serve as an upper division elective requirement.” If MCDB wants to add 3 unit classes to their allowed upper division electives, CEP has no objections. However, if they are added as 3-credit electives, they cannot be counted as 5-credit courses. Considering the number of majors MCDB services, CEP is concerned that only a small subset of students will get to experience these courses, and it is not clear how the department will decide who gets to enroll.
- *Transfer students*. CEP also recommends that the “Transfer Student” section be more explicit, informing students exactly which courses or equivalents they should take prior to transfer.

Minor Edits:

- If approved, the number of courses for the Advanced Requirements for Human Biology and MCD should be changed from four to five. For Neuroscience, the Advance Requirements should be at least 6 rather than currently listed 5 and the number of electives should be 2 and not 3
- For MCD: Molecular Biology Lab: BIOL 101 is missing the L. It should be Molecular Biology Lab: BIOL 101L.

VII. EEB Biology Request for DC Grant Recommendations

Members are sympathetic to large major department’s needs and after discussion suggest these creative solutions:

- Apply for DC funds to conduct an assessment of your program and curriculum redesign. Given the scope of the funding, we recommend that you propose a project that constructively and creatively intervenes to help you untangle the knotty problems with your DC curricula. We know these are one-time funds, but CEP members have benefitted from one time support to redesign DC courses and recommend this course to you from personal experience. With this money, you can make use of the following suggestion.
- Consult with the Writing Program. UCSC’s Writing Program welcomes the opportunity to consult with the majors on designing DC curricula that are accessible to students, assessable by departments, and sustainable over the long haul.

- Explore campus options that provide education to those teaching the DC curriculum. For instance, the Writing Program regularly offers WRIT 203 (winter quarters), a class that trains graduate students to teach writing as the instructor of record. WRIT 202, which the Writing Program hopes to offer in 2014-2015, trains TAs working in the majors to assist students and respond appropriately to student writing.

VII. Request for External Review Deferral – Film and Digital Media

The Committee on Educational Policy has reviewed the request for a 1-year deferral of the Film & Digital Media Departments' External Review currently scheduled for 2014 – 15 academic year. Members are swayed by the argument of the presence of the Dean of the Arts during the review. CEP agrees that this would allow for a more productive external review. Accordingly, the committee is in favor of the request to defer the external review for one year, with the review in fall 2015.

VIII. LDL Department Establishment moved forward

IX. Z Notations in AIS Legislation moved forward

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