

**COMMITTEE ON EDUCATIONAL POLICY
MINUTES
Wednesday, June 3, 2015
11 am-1:30 p.m., Kerr Hall, Room 307**

Present: Faye Crosby, Matt Guthaus, Sean Keilen, Barak Krakauer (staff), Mark Krumholz, Alice Malberg (SUA Rep.), Roxi Power (NSTF Rep.), Mary Beth Pudup, Tchad Sanger (Registrar, *ex-officio*), Heather Shearer, John Tamkun (Chair), Susanna Wrangell (staff).

Absent: Max Hufft (SUA Rep.).

Guest: Margie Claxton (Associate Registrar), VPDUE Hughey, Preceptor Rep. Boroughs

I. Announcements and Consent Agenda

Chair Tamkun updated members on this week's UCEP meeting.

Outstanding Program Statements:

Arts: Games and Playable Media: Members are ready to approve after a few minor corrections with grammar, course requirements and the addition of CEP appeals language. In the interest of students who may want to pursue the Computer Science Game Design B.S. major instead, we will suggest adding a note referencing the major requirement of a 2.8 GPA.

SOE: Computer Engineering Approved.

PBSci: Molecular, Cellular and Developmental Biology (MCD): Approved

Evolutionary and Ecological Biology (EEB): Members are ready to approve after stakeholder confirmation for Environmental Studies on the addition of elective courses and include Math 11A or 19A in the qualification policy.

Earth & Planetary Sciences: Members will need to review and approve via email, there is just a minor change in language.

Online Course Response for History 60

Members reviewed the response from the faculty proposers for this course and stand behind their original conclusions that the proposal raised questions and not the aspects of online education. Members appreciated the clarification about instruction, contact hours and peer review with instructor oversight. We were simply disappointed that the proposal did not explore additional models of online education that could have enhance the course and are not modes that are available with traditional in person course offerings. Online education affords certain kinds of interactions only available when engaging online tools developed for higher learning.

The remainder of minutes for the quarter will be approved via Google groups and include: May 13, May 20, May 27, and June 3, 2015.

Correspondence: all final drafts will be approved via Google docs or email.

Multilingual Curriculum Response Draft will be approved after CPB's addition.

External Review Committee Charge Supplemental Questions:
Film and Digital Media Supplemental Questions for External Review Committee Charge
Economics Supplemental Questions for External Review Committee Charge

OPERS Review ELP Courses in Fall Quarter

VPAA Review of Applied Linguistics Multilingualism B.A. Proposal in Fall Quarter

Letter to Departments with Qualification Policy Report Extensions Sample

Crown 79 and College Core (two unit courses)

Subcommittee members will review the revisions and approve via email.

II. Approve Academic Calendar for Future Years

CEP voted to modify the academic calendar for the winter quarter of 2016 to eliminate the instructional Monday before exams begin on Tuesday, and move the beginning of exams to that Monday. The Registrar's Office also posts calendars for future academic years and could update future winter quarters to remove that instructional Monday as well. Members voted and approved the calendar year changes for winter quarter through fall 2020. Instruction will end on Friday, and exams will run Monday through Thursday.

III. AP and IB Exams for GE course Satisfaction

Members delegated authority to the Office of Admissions to review and approve GE designations for AP/IBH Exam score/course equivalencies. Committee members are more interested in reviewing courses that are denied the specific general education designation. Admissions will contact CEP in the future if needed, currently many of the exam scores carry general education credit.

IV. Review of Arts Division Classes for Multiple General Education Requirements (GE)

Earlier this year, CEP encouraged the Arts Division to submit a proposal for a small number of courses to carry multiple GE designations. More recently, the committee approved new, streamlined GE designation forms which the Arts Division will pilot and CEP members will review for improvement if needed. There are now formal proposals, using these new forms, for the courses listed below:

HAVC80 (currently Ethnicity and Race(ER), the department would like to add the Cross Cultural (CC) designation, which was found by members to be reasonable and appropriate. The syllabus addressed the CC requirements.

MUSC11B (ER, and Interpreting Media (IM). Members found concerns with this proposal, there was a lack of evidence to support the general education designation for the IM. It is not clear that this course can carry the IM, by just watching a video, the criteria for GE satisfaction is not clear. Based on the material presented we are not sure this is an appropriate course to carry the IM, but we welcome the department to propose another course or re-draft Music 11B's syllabus to include more of the IM criteria.

There was not time to determine a mechanism to make the GE selection process seamless. CEP will ask the department to select one GE to be the default for the catalog and students can petition for the other one if the default has been satisfied with another course.

V. Approve Course Approval Form Revisions for Supplemental and GEs

Members formally reviewed and approved the final drafts for the undergraduate course supplemental form and the new revised general education forms. The remaining GE supplemental forms will be delegated and created based on the approved templates. The form can become a reference example for the department faculty to communicate to understand what CEP is looking for, how the course explicitly fulfills the requested GE requirement. A Member suggested adding the DRC accommodation language to the form for faculty to copy and paste into their syllabus.

VIII. Disciplinary Communications (DC) Course Approvals

Members will discuss the following changes to DC courses:

- **Languages and Applied Linguistics DC Alternate to Spanish Studies 115**
The department is requesting an additional course for students in Spanish Studies to complete their requirement. The amount of writing seemed below the minimum but the course does actually have drafts and polished texts equally to 14 or a total of up to 28 pages. Members will approve after confirmation of writing and the addition of the course added to the department's program statement.
- **Games and Playable Media DC Course ART 170 (will be ARTG 170)**
The department has submitted a revision to match their proposal and reduced the DC requirement from three courses to one, the other two courses satisfy the comprehensive senior exit requirement, and Members approved the revised DC plan.
- **Computational Media DC Course CMPM 170**
Members approved the course for the CMPM DC.

VI. Proposal for Minor in History of Consciousness (HISC)

CEP discussed the proposal for a minor in the History of Consciousness and noted that this program is being offered to address undergraduate demand and that it seems in line with the philosophy of the department, offering highly interdisciplinary classes clustered around "big ideas", with which we have concerns about sustainability of this program given the small number of HISC faculty members.

While there may be some moderate faculty growth in this department in the near future, the proposal for a minor is largely dependent on the use of graduate student TAs and GSIs. Should there be a shortage of qualified graduate students, the curriculum will have to be delivered by faculty members.

The proposal states that, upon discontinuance of the program, "declared students will be allowed a maximum of 2 years to complete minor requirements." This timeline, unfortunately, is not sufficient to guarantee catalog rights to students. The department must commit to offering the sufficient capacity in the courses required for the minor for at least four years and cannot cancel the program without accommodating the needs of each student still in the pipeline.

Some committee members were concerned that there was no specific curriculum for the minor: students were merely asked to take one lower-division and five upper-division courses, which in accordance with the regulations, students may be better informed if the nature of the program were discussed in greater detail, and some examples of potential topics addressed by these courses (or cluster of courses) were given. Administration and advising of the minor is also a concern with its impact on other departments in the Humanities Division. If staffing for this program is to be shared with another department in the Division, then CEP would like to see this stated explicitly, with consultation with the relevant

department or departments. CEP believes that these issues can be addressed in a revision of this proposal.

VII. Discussion of Online Course Guidelines & CEP Website

CEP members must determine what should be on the CEP website for online education information and what should be linked to the VPAA's website. A clean version of the online supplemental course approval form has been drafted but the questions still need to be addressed and revised.

Actions Items:

- Remove the online education statement from the VPAA's Website
- Recommend CEP take up creating new statement in the fall
- Create one form for online course approval, merge both course approval forms and edit (hybrid)

Questions to modify:

- Question 2: "Are there specific advantages to offering this course on line?"
- Questions 3: is missing, re-number
- Create specific online questions
- "Is this a new course or a revision of an existing course?"
- Ask about exam proctoring, how will office hours be addressed, include a syllabus