

**COMMITTEE ON EDUCATIONAL POLICY  
MINUTES**

**Wednesday, October 8, 2014  
11 am-1:30 p.m., Kerr Hall, Room 307**

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

Absent: Provost Rep.

Guest: Margie Claxton (Associate Registrar).

**I. Announcements**

After introductions, the committee welcomed our student Representative, Max Hufft. Chair Tamkun moved to approve the consent agenda items. Members approved the agenda items and the October 1, 2014 minutes with corrections. Chair Tamkun apprised members of the outcome of the University Committee on Educational Policy (UCEP)'s monthly meeting. Chair Tamkun announced the forum on International Engagement and Social Justice next Wednesday on October 15 at 2:30 p.m. in the Colleges 9 & 10 Multipurpose room.

CEP members requested the Council of Provosts to provide a formal response to their request for a Provost Representative, who sits with CEP.

**II. Proactive Agenda Items for 2014 - 15**

After a discussion, members selected the following topics for review this year:

**1) Online Education Definition Guidelines**

What policies govern online education and what guidelines has CEP created? Members will revisit the guidelines established by the 2013-14 committee and see if any additions or corrections are needed.

**2) Student Directed Seminars, (SDS)**

These courses are normally offered as a capstone experience for a student of junior or senior standing. The student develops the course with a faculty mentor to submit to CEP for approval. A constraint, however, is that when a student teaches the SDS, in order to be given credit, the student must also sign up for a 191 course in order for credit to be given. Members want to explore the constraints that may be placed on these types of courses now that all undergraduate assistant titles are under union contracts and will review the necessary documentation. The committee may consult with the Academic Personnel Office. The committee is also interested in what impact these unionized payroll titles have on Learning Support Services.

### 3) **International Students Curricular Concerns**

Members were interested in further discussion of how college core courses and the Writing Program address international student needs with English comprehension.

### 4) **Undisciplined Courses**

Colleges would like to offer service learning courses and other courses of this type. These “Topical” courses may be offered by an alumni or others who offer service in the community. What would be gained or risked, pedagogically or otherwise, by these types of offerings? Two or more colleges could work cooperatively and offer this type of course proposal, perhaps fulfilling a GE requirement.

### 5) **Double Counting of GEs**

Members will read over justification from last year’s committee membership. CEP has requested the Committee on Rules, Jurisdiction and Elections (RJ&E) to review if a legislative change is required.

### 6) **C Minus Grading**

UCSC is different from other UCs with regard to grading principles. UCSC does not have a C minus or D plus grade designation. Without these grading options, our students could be facing the loss of their financial aid package and/or be barred by the University if their GPA drops below 2.0. When a student receives a D, there are serious consequences with respect to retention, financial aid, GPA, and confidence. The committee membership established consensus around this issue and will make it a priority this year to align our campus with the other nine on grading policy. Chair Tamkun will present data for the committee to review and present to the Senate at a future meeting.

## **III. Draft Consultation Procedure for Committees**

The Senate Executive Committee (SEC) has created a consultation procedure for committee members to reference and agree upon. Members unanimously agreed.

## **IV. Guests on Senate Committees**

The Senate Bylaws determine committee membership but CEP recognizes guests have significant expertise in many areas under the purview of our committee. Committee members expressed appreciation of the burden and expertise guests bring when discussing specific agenda items in their area. Members agreed that participation be limited to specific agenda items and the time it takes to accomplish it during the meeting. Members finalized their deliberations on the frequency and attendance of Administrative Office representatives at quarterly meetings.

- Vice Provost and Dean of Undergraduate Education (Richard Hughey)

Members voted to extend a standing invitation for fall quarter to VPDUE Hughey and will reassess during winter and spring quarters.

- Associate Registrar

Members voted to extend a standing invitation to every meeting for the 2014 -15 year to Associate Registrar Claxton.

- Preceptor Representative from College 8

Members voted to invite Academic Preceptor Burroughs to consult on agenda items relevant to her expertise. The Academic Preceptor will have access to the weekly agendas and may request an invitation to attend meetings as appropriate.

- Director of Admissions

Members voted to invite Director of Admissions McCawley to consult on agenda items relevant to his expertise. The Director will have access to the weekly agendas and may request an invitation to attend meetings as appropriate.

- Articulation Officer

Members voted to invite Articulation Officer Love to consult on agenda items relevant to her expertise. The Articulation Officer will have access to the weekly agendas and may request an invitation to attend meetings as appropriate.

- Faculty Assistant to the EVC (Executive Vice Provost)

Members voted to invite Faculty Assistant Padgett to consult on agenda items relevant to his expertise. The Faculty Assistant will have access to the weekly agendas and may request an invitation to attend meetings as appropriate.

Chair Tamkun will draft guest letters and send them out next week.

## **V. External Reviews: Discussion for Anthropology**

### **Anthropology:**

Members were instructed to concentrate on undergraduate issues in these reviews, including issues that affect TAs, graduate student impact on the undergraduate experience. After the lead member's presentation, members agreed to create questions for final approval at next week's meeting.

## **VII. External Review**

### **Theater Arts: Moved to October 15 Meeting**

## **VII. OCA Overview and Course Approval Process**

Associate Registrar Claxton demonstrated the online curriculum approval (OCA) system that members will access when reviewing courses for approval. Associate Registrar Claxton gave a brief overview of the system and how to approve the various types of courses including pre-requisites, taking special notice if the course will impact other departments. She demonstrated several course types and navigated the site as a member to demonstrate the search feature and approval process. She encouraged members who find a course that is problematic to request the whole committee review by letting the committee analysts know so it can be placed on the next agenda.

## **VIII. Course Approval Supplemental Sheet moved forward due to lack of time**