

**COMMITTEE ON EDUCATIONAL POLICY
MINUTES**

**Wednesday, April 13, 2016
11 am-1:30 p.m., Kerr Hall, Room 307**

Present: Faye Crosby, Matt Guthaus, Erica Halk (NTSF Rep.), Seamus Howard (SUA Rep.), Tonya Ritola, Vanessa Sadsad (SUA Rep.), Tchad Sanger (Registrar, *ex-officio*), John Tamkun, (Chair), Felicity Schaeffer, Susanna Wrangell (staff).
Matthew Mednick (staff)

Absent: Doris Ash, Dee Hibbert-Jones, Sean Keilen, (Provost Rep.), Articulation Officer Love.

Guests: Associate Registrar Claxton, VPDUE Hughey, Preceptor Representative Burroughs.

I. Announcements:

At this week's SEC meeting members were updated on moving our Learning Management System (LMS) from eCommons (Sakai platform) to Canvas. UCSC will be joining other UC Campuses who are currently operating with this LMS. SEC also has updates from the committee chair members and this week CAAD is looking into reports on family leave and diversity with undergraduate programs for future collaborations with CEP.

CEP Chair Tamkun and Member Guthaus visited the Physical and Biological Sciences Divisional on College Core and the undergraduate writing curriculum for the first-year experience.

Consent Agenda Items approved:

Petitions: late add/drop 2, other petitions 12, grade options 2, and 1 posthumous degree.

Program statements: Bioengineering, Biochemistry and Molecular Biology and Chemistry/Biochemistry.

The program statement for the Sustainability Minor sponsored by College Eight has numerous typos and still has the listing for a year-long core course offering that has not been offered for two years. CEP will send a response recommending Academic Editors correct the spelling errors and request a status of the core course sequence for next year's catalog.

II. External Review: METX Closure Meeting Brief

CEP reviewed the external review report for the Microbiology and Environmental Toxicology (METX) Department, which currently offers only a graduate degree program but also offers lab courses for undergraduates science majors. Members are interested in the Dean's plan for augmenting staffing with regard to small laboratory course for undergraduates. CEP will also inquire on the training post-docs and graduate students receive with regard to mentoring undergraduates in research.

III. Online Course Approval for Econ 133

Members are impressed with this online course request and are ready to approve after the following concerns are addressed:

- There appears to be many lecture hours, reading, activities, and quizzes. Members want to know how many hours of face-to-face (in person) time will be required by students.

- The syllabus needs to be revised to fit a five-week teaching schedule.

IV. SIO Proposal: Process for Study Abroad Students

Senate Chair Brenneis has requested Senate review from SIO Ferguson, who is proposing the establishment of a process at UCSC for study abroad. Specifically, he proposes requirements for international non-degree students coming to UCSC for short-term study and for granting credit for UCSC students studying abroad. Members reviewed the proposal and would like the following concerns to be addressed before moving forward:

1. While the committee appreciates the streamlining components of this proposal, we wonder if the process, as stated, will be sufficient. For example, who will check to see if international students have satisfied the prerequisites for UCSC courses? Also, CEP members are concerned about how and if institutions in the top 600 are comparable with UC.
2. We would be reluctant to support MOUs with foreign institutions that are not in top 600. Such proposals should require the approval of the participating UC Santa Cruz department and relevant Senate committees, including CAFA, CEP, CIE, CPB and GC.
3. How can we be sure that international students visiting us are held to the same standards as California students?
4. How can we be sure that our students studying abroad will be in programs of equal rigor to our own?
5. What issues, if any, are there for record keeping and AIS management?
6. Is there any thought of a cap on enrollments or the number of institutions with which we might partner? Care must be taken to limit the access of international students to impacted programs.
7. We also wonder what kind of institutional infrastructure will be put in place to ensure that international students are provided with a sufficient level of support for navigating the institution. Clarification on this point would be welcomed.

V. Review VPAA's Policy Draft Academic Programs and Units: Policy and Procedures Governing Establishment, Disestablishment, and Change

Members continued their discussion on the changes and additions to the policy. The final draft, with track changes and additions, will be developed for members to review at a future meeting before the May 23, 2016 due date.

VI. Computer Science Department Request for Grating Courses Process

CEP must approve a process for future department submission when requesting course gating for majors facing impaction status. To streamline process for the department, it has been suggested the department's submission of a cover letter, one course approval form, and a list of courses requiring changes be submitted to CEP and the Registrar's Office. The Committee reviewed the request from the Computer Science Department Undergraduate Chair McDowell to establish general policies for future

requests. CEP members are in favor of placing priority enrollment holds on upper-division courses to the major for any department who requests this need. This is not an easy task and is labor intensive for the Registrar's Office, in relation to placing holds on enrollment based on the number of passes, which requires manual data entry to place students.

Finally, there may be some disadvantages for students who have not proposed majors, minors, or double majors. The lower division qualification policy courses cannot be gated.

The following agenda items were moved to next week due to lack of time.

VII. Games and Playable Media Program Statement

VIII. Mid-Cycle Report: History of Art and Visual Culture

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