

**COMMITTEE ON EDUCATIONAL POLICY
MINUTES**

**Wednesday, October 26, 2016
11 am-1:30 p.m., Kerr Hall, Room 307**

Present: Jeff Bury, Manel Camps (Provost rep.), Gina Dent (CCI Chair), David Draper, Suresh Lodha, Onuttom Narayan, Roxy Power (NTSF Rep.), Tonya Ritola, T Chad Sanger (Registrar, *ex-officio*), Beth Stephens, John Tamkun, (Chair), Kim Van Le (Senate Analyst), Tias Webster (SUA Rep.), Lynn Westerkamp, Susanna Wrangell (Senate Analyst).

Absent: none.

Guests: Margie Claxton (Associate Registrar).

I. Announcements

Committee Members welcomed new member, Roxy Power, who is the Non-Senate Teaching Faculty (NTSF) representative. Chair Tamkun apprised members on meetings this week which included SEC, Student Success Steering Committee, and the Enrollment Management Working Group.

Consent Agenda:

Revised Draft minutes September 28 will be approved next week.

II. External Review Sociology Closure Meeting

CEP members would like the following issues covered at the closure meeting: The major qualification Policy, enrollment growth, faculty, student internships and advising.

III. External Review Education, Supplemental Questions

We appreciate the program has increased their minor and actively responding to issues and has a very strong undergraduate minor program. After committee discussion members will create questions about undergraduate advising for the minor and the success of STEM majors who complete the minor. Members would also like the Department to address solutions to meet the growth of minor course enrollments.

IV. Review of the Multilingual Curriculum (MLC) Report

Two years ago CEP approved a proposal from the Writing Program to offer a Multilingual Curriculum (MLC) to help international students satisfy the Entry-Level Writing Requirement (ELWR) and lower-division composition (C1,C2) writing requirements. After reviewing a preliminary report on the effectiveness of the MLC, CEP requested an addendum for review in fall quarter. Members Ritola and Power recused themselves before discussion and decisions were made.

Members all agreed this program seems to be successful but do not want the program to continue without more data with a deeper assessment into the series to include Writing 1, Writing 2, or both, in addition to review by the Committee on Planning and Budget. The metrics developed by the MLC committee allowed for ELWR satisfaction for international students but would also

benefit domestic as well as other international students who do not have an F1 Visa status. CEP will draft a response after consulting with the Committee on Planning and Budget.

V. Draft of Presidential Policy on International Activities – Systemwide Review

The Office of the President is updating the 2005 guidelines to support and facilitate international activities undertaken by UC campuses in order to protect the reputation of the university, provide a policy framework for international activities, and manage risks. It also clarifies which activities must be approved by the Regents or UC Provost, but does not impose any new approval or authorization requirements. Members reviewed and support the policy but have no other comments.

VI. Review of Process for UCSC Extension Certificates Renewal

Chair Tamkun provided an overview on UCSC University Extension (UNEX) certificates renewal to prepare members for four upcoming certificate renewals on next week's agenda. UNEX falls under the purview of CEP and not CCI. Historically, a local faculty member and or a department would work with UNEX staff on the proposal and vet the curriculum. The proposal would then be sent to CEP and this process made the job easier for CEP to review and approve. Members will look for the feedback from our local department and track changes to any revisions made to the curriculum.

VII. Campus Waitlist Policy -

The committee started the first of a continuing discussion on reviewing the campus waitlist policy and the impact of courses with regard to major qualification and progress to degree. Members are concerned that, with the purging of these lists, students may not be able to enroll in a required course for a qualification policy and have no proof they were on a waitlist. This process has been changed. Now, all waitlists are included in the second enrollment pass, and departments must keep the list in place until the first day of instruction. This does not necessarily create capacity, but it does give the department a planning indication for seats. Members suggested the need for a system with more categories, such as first pass for majors and a second pass for students that have a need for the course as a prerequisite or minor requirement. This is a complex process; one size does not fit all. It is also a very labor intensive process, as the Registrar's Office must put the controls on courses manually. Each course must be managed individually.

Members wanted to know if waitlists are available for departments to reference. These waitlists are available in Infoview; however, they does not include students who dropped out or gave up.