

COMMITTEE ON EDUCATIONAL POLICY  
MINUTES

Wednesday, October 17, 2018

10:40 a.m.-1:10 p.m., Scotts Valley Location, Orca Room  
(due to the AFSMCE strike on main campus)

Present: Noriko Aso (CCI Chair, ex-officio), Needhi Bhalla, Elisabeth Cameron, Bruce Cooperstein, Noah Finnegan, Joy Hagen (NSTF Representative), Rebecca Hurdin (Senate Analyst), Dongwook Lee, Matthew Mednick (ASO Director), Onuttom Narayan, (Chair), Tchad Sanger (University Registrar, ex-officio), Megan Thomas, Lauren Woo (SUA Rep).

Guests: Preceptor's Representative Emily Burt, Associate Registrar Kalin McGraw.

Absent: Manel Camps (Provost Rep), Deputy Registrar Margie Claxton

**I. Two GE's for a Single Course (concluding discussion)**

Concluding the conversation from the previous week, committee members discussed the increased impact that the current system of student petitions has on CCI and the Office of the Registrar. Committee proposed to create a 3-4-year project for CEP to see if providing students with the option of 2 GE's is ultimately to a student's advantage rather than using the petition system. CCI could select 3 courses from each of the 5 Divisions, keeping in mind which GE designations students have difficulty finding and for which courses the committee often gets petitions..

**Action:**

Registrar will discuss with their team to determine the impact of workload in creating combinations for 2 GE's in the system. If this can be done, CCI will look into past petitions to look for patterns.

**II. Consent Agenda**

The following consent agenda items were approved:

- Letter to UCEP from UCSC CEP re UC Online Courses
- Policy Regarding Double Counting for Multiple Majors — the committee agreed to keep this as a working document, to be finalized after program statement review this year.

Chair Narayan provided an update about the transition to SmartCatalog after meeting with the Curriculum Management Group earlier in the week. He reviewed the process for program statements that was agreed upon by the CEP Chair, GC Chair and the Office of the Registrar. Program statements will be distributed to departments either in google docs or in SmartCatalog in phases with staggered deadlines. A correspondence letter to all departments and programs will be sent out this week on behalf of the Chairs of Graduate Council (GC), Committee on Educational Policy (CEP) and Committee on Courses and Instructions (CCI).

**III. Impaction Policy**

This is the third round of reviewing the impaction policy for how departments can seek and be granted "impacted" status. The Administration and Senate have been working collaboratively to reach a finalized policy. Chair Narayan provided background for the committee on how and why an impaction policy is being developed. 3 years ago, there was a joint Administration and Senate Task force that examined "impaction status" especially in regard to majors that might be candidates for impaction (Psychology, MCD Biology and Computer Science). He discussed the importance of this shared governance in that the Administration controls

resources, while the Senate controls the academic curriculum and policy. Currently, only Computer Science has Impacted status.

The committee discussion centered on three major issues:

- What are the goals of impactation and what are the steps a department could take before reaching (modify requirements, put forth online courses, etc.). Committee is concerned that this draft does not acknowledge that quality of education is being degraded and that a certain standard need to be maintained. Committee members expressed that there could be more direct communication about increasing access and resources (to maintain a certain level of quality). They also recognized if a program is nearing impactation, the student has already experienced a lower quality of program. The discussion moved to what the Administration values in terms of majors and courses versus students driving demand. While the Administration can address impactation by providing faculty lines, the latest call for FTEs need to be tied and aligned with the EVC's SAP regardless of student demand.
- How does a department establish impactation? Members discussed how to read and understand the data. They also discussed whether statistics about workload ratios are useful, and how the data sought in the draft would show the distribution of FTE's teaching undergraduate versus graduate courses.
- The committee discussed the requirement in the draft that departments should propose measures to deal with the impactation. Members felt as though the department's view on what can be done should be sought, the onus should be on the administration and the Senate to create measures and solutions.

**Action:**

Chair Narayan will draft a response for approval for the next committee meeting. It will then be submitted to Senate Chair Lau.

**IV. Posthumous Degrees**

UCSC currently has a policy regarding how posthumous degrees can be granted. UCEP has requested each campus to consider setting up an online policy. Members looked at the UCEP's criteria in conjunction with UCSC's to determine any changes are necessary. The committee agreed that the circumstances of a student's death need not be discussed in the policy, but that the minimum requirement of 135 credits should be flexibly interpreted, and the Department Chair and College Provost could put forward deserving cases even if they do not quite meet the threshold. The Office of the Registrar currently assumes the costs associated with a posthumous diploma, but this should be characterized as "where possible" in the policy instead of a categorical commitment. It was also agreed that the UCSC policy is confusing to read and interpret and thus a new version should be drafted for committee review.

**Action:**

Committee Member Perks will draft an updated version based on the entire committee discussion. Once approved, it will be updated on the CEP website.

**V. UCSC Online Course Policy**

In 2017-18 CEP approved a policy regarding UCSC online courses. The VPAA and the Director for Online Education at UCSC have requested the committee to consider some changes. CCI Chair Aso led the discussion, as she was on last year's task force that looked into the issues of online course at UCSC. She spoke about how the task force wanted to be careful regarding the language of this document so that it is not punitive in intention, but rather establishing parameters that support the multiple facets of online courses. The task force sought to better understand what makes a successful online course.

Committee members discussed the perception of online course by faculty and students and how they differed from in-person courses. Additionally, the conversation involved issues about department resources being

burdened in terms of supporting enrollment for both types of courses. Undergraduate Rep discussed last year's SUA survey that asked students about their experiences with online courses. Feedback spoke of challenges in accessing professors and difficulty in asking and resolving course content questions. Other members discussed that the potential access for UCSC students who commute or are having difficulty finding secure housing in Santa Cruz as being a viable alternative. Committee had specific suggestions for the review and vetting process for online courses.

**Action:** CCI Chair Aso will revise and finalize the draft. Once approved on the consent agenda, it will also be on the Senate Meeting agenda to let faculty know of this policy. After reviewing other UC campuses policies about online courses, UCSC drafted a policy.

#### **VI. Major Qualification and Declaration**

Approximately a third of the undergraduate students admitted as frosh fail to declare their major by the campus declaration deadline. Some of them are stuck, clearly unable to declare their desired major even with a little bit of extra time, and too late to switch to an alternate major. The committee began discussing this issue in examining the major declaration process.

**Action:** Committee will return to this discussion in following meeting.