

**COMMITTEE ON PREPARATORY EDUCATION
Amendment to Bylaw 13.25 (CPE Charge)**

To the Academic Senate, Santa Cruz Division:

CPE proposes an amendment to Santa Cruz Bylaw 13.25, the Committee charge, regarding Committee membership. Under Bylaw 13.25.1, membership is described as including “three Santa Cruz Division members” and “one non-senate teaching faculty representative.” CPE proposes to add one person by inviting the UCSC Coordinator of the Entry Level Writing Requirement (ELWR) to sit with the Committee.

Efficiency and common sense suggest inviting the ELWR Coordinator to sit with the Committee, as references to the Committee’s close oversight of the ELWR—the requirement, the instruction, and the attendant exam—and its close consultation with the Writing Program are thoroughly woven into the Committee’s charge. In Bylaw 13.25.2, the Committee’s charge states that the “Committee may consider any issue regarding undergraduate preparatory and remedial education and its administration. It supervises the Analytical Writing Placement Exam.... In consultation with the Writing Program, it proposes the means by which students may satisfy the University Entry Level Writing Requirement and it oversees Entry Level Writing Requirement instruction.”

The ELWR Coordinator is the Writing Program’s designated expert on the ELWR; in addition, UCSC ELWR Coordinators have regularly consulted with the systemwide ELWR administration on crafting and norming Writing Placement Exams, and have sat on UCOPE’s Advisory Committee on English as a Second Language. CPE believes it will benefit considerably from the expertise and institutional memory of a sitting member whose service to the Committee will be enriched by his or her ongoing administrative role as campus ELWR Coordinator.

Current wording	Proposed wording
<p>13.25 Committee on Preparatory Education (En 10 Nov 66; Am 6 June 84; CC 1 Aug 91, 21 Feb 96)</p>	<p>13.25 Unchanged</p>
<p>13.25.1 There are three Santa Cruz Division members. In addition, there is one non-senate teaching faculty representative. (Am 3 Dec 69, 6 June 84, 21 May 04; CC 1 Aug 91, 31 Aug 98; EC 18 Oct 91, 31 Aug 04)</p>	<p>13.25.1 There are three Santa Cruz Division members. <u>The Coordinator of the Entry Level Writing Requirement (ELWR) at UC Santa Cruz is invited to sit with the Committee.</u> In addition, there is one non-senate teaching faculty representative. (Am 3 Dec 69, 6 June 84, 21 May 04; CC 1 Aug 91, 31 Aug 98; EC 18 Oct 91, 31 Aug 04)</p>
<p>13.25.2 The Committee may consider any issue regarding undergraduate preparatory and remedial education and its administration. It supervises the Analytical Writing Placement Exam and mathematics placement examinations. In consultation with the Writing</p>	<p>13.25.2 Unchanged</p>

<p>Program, it proposes the means by which students may satisfy the University Entry Level Writing Requirement and it oversees Entry Level Writing Requirement instruction. In consultation with the Committee on Educational Policy, it maintains a continuing study of preparatory and remedial programs at Santa Cruz . It performs such other functions concerning preparatory and remedial education as may be assigned to it by the Academic Senate or by the Santa Cruz Division. (Am 6 June 84; CC 1 Aug 77, 28 Jan 81, 31 Aug 98, 31 Aug 06)</p>	
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Respectfully submitted,

COMMITTEE ON PREPARATORY EDUCATION

Judith Scott
Anthony Tromba
Elizabeth Abrams, Chair

Ellen Newberry, NSTF Representative

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