Divisional Senate Assembly Meeting
October 30, 2014 (Thu) 3:30 pm
Academic Senate Conference Room, 338 Aldrich Hall
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ORDER OF BUSINESS

APPROVAL
1. Minutes of May 29, 2014

INFORMATION
2. Announcements by Chair William Molzon
3. Announcements by Chancellor Howard Gillman
4. Announcements by Other Administrative Officers
5. Special Orders – Consent Calendar
6. Reports of Special Committees
7. Reports of Standing Committees

APPROVAL
Proposed Revision of Irvine Bylaw 85, Council on Educational Policy

**Issue:** The Senate has reviewed and endorsed the proposed revision of Bylaw 85 as presented by the Council on Educational Policy (CEP). CEP has proposed to disestablish the Faculty Board for Undecided/Undeclared Students, a subcommittee of CEP. The subcommittee meets rarely and the work of the board functions as orientation sessions on the U/U program and does not discuss policy. CEP has confirmed that policy discussions related to the U/U program and U/U students is currently addressed by the Council and its subcommittees (Policy and SCOC).

**Action Requested:** The Assembly will endorse or reject the proposal.

8. Unfinished Business: None
9. University and Faculty Welfare: None
10. New Business: None
11. Roll Call: Attendance Sheet

Alan Terricciiano, Chair Elect – Secretary
Academic Senate Irvine Division

* Agenda items deemed noncontroversial by the Chair of the Divisional Senate Assembly, in consultation with the Senate Cabinet, may be placed on a Consent Calendar under Special Orders. Approval of all business on the Consent Calendar requires a single unanimous vote. At the request of any Divisional Assembly member, any Consent Calendar item may be extracted for consideration under “New Business” later in the agenda. [from Bylaw 158(D)]
N.B. All members of the Academic Senate and of the University community shall have the privilege of attendance and the privilege of the floor at meetings of the Divisional Senate Assembly, but only members of the Divisional Senate Assembly may make or second motions or vote. However, the Chair (or designated representative) of a standing or special committee of the Division may move or second action on reports of that committee.

Note: Documents pertinent to the agenda items for the meeting are posted on-line electronically on the Academic Senate’s Home Page on the World Wide Web. The Academic Senate’s Home Page is listed on UC Irvine’s Home Page Directory for “Campus Administration” (URL address: http://www.senate.uci.edu). Individual members of the Senate may receive hard copies of these documents upon request to the Academic Senate Office.
1. MEETING:
A regular meeting of the Irvine Divisional Senate Assembly was called to order by Division Chair Peter Krapp at 3:30 p.m. on Thursday, May 29, 2014, at the Academic Senate Conference Room, 338 Aldrich Hall. List of representatives present recorded below.

2. MINUTES:
Chair Krapp noted that any corrections to the minutes may be sent to the Senate office for amendment.
*Action*: The minutes of February 27 were approved with no amendment.

3. ANNOUNCEMENTS BY CHAIR PETER KRAPP:
**UC Path Center**: UCPath is the University of California's long-standing project to implement a single payroll, benefits, HR and academic personnel system for all UC employees. As part of this initiative, UCPath is opening a new shared services center in Riverside, by January 2015, called the UCPath Center.

**Composite Benefit Rates**: The first phase of the Composite Benefit Rates will be implemented on January 1, 2015, despite the fact that there are still complications. UCI is in its third phase of reviewing the CBR.

**Retirement Fund**: Currently, the UC pension plan is planning to borrow $700 million from the university’s liquidity to fund UCRP and decrease the proposed rate of 14% employer contribution and 8% employee contribution for the campuses in the next two years. By 2040, the pension plan should be 95% funded.

**UC Care**: Captive Insurance- Fiat Lux. Positive improvements showcasing about 40 thousand enrolled members. However, there continue to be problems for the UCSB campus as the health care facilities have not yet agreed to work with the UC rates. There will be a future poll to rate satisfaction and quality of the UC Care plan.

4. ANNOUNCEMENTS BY CHANCELLOR MICHAEL DRAKE: *Not Present*

5. ANNOUNCEMENTS BY OTHER ADMINISTRATIVE OFFICERS: *Interim Chancellor and Provost Gillman*
**Admissions**: This year, UCI saw another marked increase in applications to over 80,000, and continues to become more selective in admissions. UCI also saw the highest increase of African American and Latino applicants in the system since the prior year. There was also good news for incoming doctoral students. UCI is much closer to becoming an AAU- Research Hispanic Serving Institution.

**Recruitment of Minority Faculty**: Focusing on inclusive excellence, there has been a 26-27% increase in recruitment of underrepresented minority faculty joining the campus. This recruitment is a good signal for improvement of campus culture.
High Impact Hiring: Announcement of the initial decision of finalist programs for proposed funding will be in the first weeks of June. HIHP proposals were submitted and reviewed by the Academic Planning Group, the Deans, and the ADVANCE Program Advising Committee.

Administration Searches: The search for the School of Medicine Interim Dean is still underway. There is also a committee working on the search for the Vice Provost for Academic Personnel. Interviews of candidates are in progress and hopefully the positions will be filled by the end of the summer. More details will be known in the coming months.

Chancellor Search: Interviews will take place in August, with an announcement at the September Regents meeting.

6. SPECIAL ORDERS – CONSENT CALENDAR: None

7. REPORTS OF SPECIAL COMMITTEES: None

8. REPORTS OF STANDING COMMITTEES:

Modification of IR 440- Adding and Dropping Courses
Issue: At its May 1, 2014 meeting, the Council on Educational Policy (CEP) reviewed and approved a proposal to modify the standard add deadline. The draft of the proposal was prepared by UCI Associate Deans.
Discussion: CEP Chair presented the council’s proposed modification of IR- 440. The proposal which was prepared by UCI Associate Deans will modify the standard add/drop deadline from three to two weeks.
Action Requested: The Assembly approved the proposed change [25 in favor, 0 opposed]

Planning for 2014-15: Issues and Carry Forward Items
Issue: The Senate Councils will present a brief overview of the major issues being considered for 2014-15. Issues will be carried over for discussion in Fall 2014.
Discussion: The Senate Chair presented the following information on Campuswide Initiatives:
- The Senate has played a key role in the discussion of High Impact Hiring and Interest Pool Excellence programs as part of the Academic Planning Group.
- Along with UCLA and UCSD, UCI is in its second year of the Negotiated Salary Trial Program (NSTP). This year, the number of applications has increased, with 43 applications among the schools of Biological Sciences, Education, Engineering, Health Sciences, ICS, Physical Sciences, Social Ecology, and Social Sciences. There is a broader distribution on campus than the design program had originally anticipated. The Council on Academic Planning has been engaged through a committee consisting of some members from CPB, CFW, and Senate Chair. Feedback on the trial program has been returned from these Council members, Chairs and Deans in the responsible units. There is no information on the approved applications until later in the year.
- APRB, joined by a board of CEP and Graduate Council members have reviewed the Rules and Procedures in order to proceed with further reviews of programs.
The Senate Chair asked Council Chairs to present Issues for 2014-15:
- Graduate Council: The Council continues to monitor program learning outcomes as tools to improve the quality of graduate programs, while systematically promoting good student progress to degree. The Council is also looking into mentoring quality, and is reviewing the model used by UCSD’s block allocation formula. There needs to be a more quantitative process to assess change indicators on approved metrics. The Council also plans to use such a model to evaluate all graduate programs every three years.
- **Council on Academic Personnel (CAP):** The Council has not yet approved the Faculty Bylaws for the School of Law as there continues to be a problem related to the School’s compliance with CAP’s requirements for the academic personnel procedures. The Senate Cabinet recommended a Task Force to work with CAP to facilitate dialogue and come to a consensus by the summer. CAP is waiting for the recommendation of the Task Force to resolve this matter.

- CAP was supposed to review candidates for Endowed Chair positions, but did not do so for ten years. VP Killackey has turned the dossiers over to CAP for review. Also, the Senate Cabinet has asked CAP to review nominees for Distinguished Professor, while working on modifying the language to the UCI Academic Personnel Policy Manual. There could be a current change of practice as CAP members may request departmental votes on the noted actions.

- CAP is receiving a number of cases in the Spring due to delays in processing at the School level. The faculty are encouraged to speak to their department chairs and deans to adhere to timelines.

- **Council on Undergraduate Admissions and Relations with Schools (CUARS):** CUARS has forged a new relationship with the Director of Undergraduate Admissions and Relations with Schools, Patricia Morales. Last year, CUARS asked for some new features to be added to the admissions process more selection input into the process itself. Also, CUARS asked that, for certain of our students- not those who have achieved highest level of holistic score but those more in the middle or low ground- a SAT cut off scores or minimum score for admissions.

- The increase of input into the selection process and the SAT cut-offs were very successful, so they were used again this year. Every year CUARS is tasked to create a report for BOARS to assure them that the campus out of state and international students compare favorably amid CA residents, and the Irvine Division is consistent with BOARS policy. It is very important as the campus continues to increase enrollment of out- of- state and international students that the campus ensures that these students are just as good, if not better, than the CA residents.

- Finally, this year, the School of Engineering, School of Bio Sci, and Dept. of Physics have continued their pilot programs for enrollment management. All these programs are slightly different. For example, Engineering wanted an external review of students who’s SAT scores were below 490 and to read the application themselves to assess if there was information in the file that demonstrated that the student might succeed in engineering. Bio Sci. decided not to accept any students admitted into the major whose SAT math score was below 550, unless they had 4 or 5 on the AP Bio Exam. Physics had a different rule in mind; they were actually trying to increase enrollment and wanted their own readers to take a look at the incoming physics majors because they were worried that some really good Physics students might have been getting rejected. All these pilots are ongoing; have only had one year. CUARS is tasked with evaluating them to make sure they are effective. It is important not to over burden the admissions office with too many things or to unintentionally impact other criteria such as diversity or other goals for enrollment. It is hard to evaluate the programs after one year, but CUARS will consider a report at its next meetings. This will be an ongoing process into next year.

- The following questions and answers presented:

  - **How do out-of state- students not crowd out resident students?** The campus receives a certain amount of funding from the state for CA resident students and determine the target enrollment; then fill that target enrollment very precisely. The non-resident students enrolled may actually bring more resources that might enhance the educational experience for CA residents that are funded by the state. So far, out-of state and international students are not crowding out resident students.

  - **Are there different standards in different fields? Are the pilot programs on a department by department basis?** In regards to the pilots, those are for admissions to a
major not for admission into the university.

- **So does the international v. domestic enrollments, a major by major basis or is this an aggregate?** To my knowledge, there is nothing done on a major by major basis. And if any majors or departments that were considering doing something like that, they would need to stick to the policy and the requirement that non-resident compares favorably to resident applicants. It was noted that it would be easier for the international students to get into the major than for CA resident students. Chair Molzon commented that it is likely that more international students would take advantage of some majors as they are more highly representative in the sciences.

- **Council on Research, Computing and Libraries (CORCL):** The Council received a very good response to the recent grant applications. The Council’s funding for 2013-2014; remains 28% lower in the Faculty Grants Program budget than the 2008 funding level. This means that the current completed grants cycle had a good response but the funding is approximately 10%.

- **Council on Student Experience (CSE):** The Council is working on revising its policy on Academic Integrity, previously known as the Academic Honesty Policy. The priority is to work with other administrators to inform students of the educational consequence of cheating.

- **Student Information System:** The campus is developing a new student information system, budgeted around $20m-$60m. Currently students have no way of completing a contingent registration. Faculty have no way of knowing how many students are foreign students, how many took calculus, what is the avg. GPA.

- **Parking:** undergraduates who don’t buy parking permits cannot park on the weekends for free. This appears to be especially problematic for students who take labs at night so this affects the educational program.

- **Email etiquette:** the career center provides information to educate students on email etiquette when addressing faculty.

- **Student health center:** At the end of the quarter students go to the center seeking notes for excuse so as not to take the final. The center puts a piece of paper that Student X came to the Student Health Center and CSE would like to suggest changes to the form to be more informative to faculty.

- **Housing:** there is data indicating that the more integrated the students are with faculty and other students in the campus community, the more the student seems to perform better.

- **Mental health:** Discussion have been ongoing related to wellness health. Counseling would prefer that the faculty bring a troubled student to the counseling center- which sometimes may not be feasible.

- **Council on Planning and Budget (CPB):** The Composite Benefit Rate has been finalized. This is a key victory for System wide Senate Chair Bill Jacobs who fought to keep taxes for pension and health care out of the CBR. The budget office received a letter two days ago laying out the terms. For the main campus, everything came out very well in terms of the Composite Benefit Rate. Each campus might have to do their own implementation and local rates. CPB will follow up on composite benefits rates next year.

- **The council has reviewed Self-Supporting Professional Degree Program’s revised policy.**

- **An issue noted for next year for CPB, is the new budget model and follow up on how it will be implemented. Once recommendations on incremental funding have been finalized and ready for discussion from the review board, then it would honor changes in work load, particularly related to undergraduate teaching. The one issue that has been discussed at UCOP is re-benching for some graduate students; contingent on the increase in percentage of graduate students. There have been no concrete presentations. One other serious issue is that some campuses, mainly UCD and UCR, have accepted of over-enrollment of undergraduates**
over the past two years without new state funding. They are claiming to need money to support existing students. The assembly, however, is going to be very careful in funding new enrollment.

- **Council on Educational Policy (CEP):** Continues its oversight of establishing new programs and course reviews. There is continued focus on global students—previously known as “net-payers.” In the coming year, CEP will also consider new emerging pedagogical issues, and anticipate working very closely with the Interim Dean of the Division of Undergraduate Education to ensure a smooth transition.

- **Council on Faculty Welfare (CFW):** Senate Chair Krapp reported for the CFW Chair who was unable to attend because of a teaching commitment. CFW continues to monitor the health of our pension plan, campus climate surveys—which faculty are invited to contribute to at any time. A carry-forward issue is the process of benefits redesign to involve UC Path and the centralization benefits administration. Healthcare facilitators and retirement councils have been defunded on the campuses and centralized in the Office of The President. This is a problem as retirement counseling are now conducted through a telephone hotline and no longer allows for direct communication. Approximately 170 employees, both faculty and staff, retire from campus each year, and it is important to provide adequate counseling as they make important decisions related to retirement. CFW will continue to monitor this issue.

9. **PETITIONS OF STUDENTS:** None

10. **UNFINISHED BUSINESS:** None

11. **REPORTS OR COMMENTS ON UNIVERSITY AND FACULTY WELFARE:** None

12. **NEW BUSINESS:** None

13. **ROLL CALL:** Attendance Sheet

14. **ADJOURNMENT:** The meeting was adjourned at 4:56 p.m.

*Ex Officio present:*
Dan Hirschberg, Peter Krapp, William Molzon

*Universitywide Assembly Representatives Present:*
Darryl Taylor, Craig Walsh

*Council Chairs Present:*
Lee Bardwell, David Brownstone, Rufus Edwards, Amihai Glazer, Abel Klein, Tony Smith

*School Representatives Present:*

*Senate Staff Present:*
Wendy Chamorro, Adriana Collins, Luisa Crespo, Charlene Mandau, Thao Nguyen

*Recording Senate Analyst:*
Wendy Chamorro

*Attest:*
DIVISIONAL SENATE ASSEMBLY

RE: Proposed Revision of Irvine Bylaw 85, Council on Educational Policy

The Irvine Divisional Assembly will review the proposed review of Irvine Bylaw 85 as presented by the Council on Educational Policy (CEP). The proposal will disestablish the Faculty Board for Undecided/Undeclared Students as a subcommittee of the Council.

COUNCIL ON EDUCATIONAL POLICY: July 7, 2014
SENATE CABINET: October 7, 2014

The complete proposal is posted on the Senate website at www.senate.uci.edu. The Committee on Rules & Jurisdiction’s memo will be distributed at the meeting.

William Molzon, Chair
Academic Senate, Irvine Division
July 14, 2014

PETER KRAPP
CHAIR, IRVINE ACADEMIC SENATE

RE: CEP REPEAL OF THE FACULTY BOARD FOR UNDECIDED/UNDECLARED STUDENTS

On July 7, 2014, members of the Council on Educational Policy (CEP) voted in favor of a CEP proposal to repeal the Faculty Board for Undecided/Undeclared Students (FBUUS), a subcommittee of CEP. Ten members voted in favor of the repeal, two voted against the repeal, and six members did not vote. CEP is forwarding the proposal to Cabinet for members’ review and endorsement.

The intent of the proposal is to dissolve both the FBUUS subcommittee and its charge (see below). The reason for dissolving FBUUS is that the subcommittee meets rarely (once or twice a year) and seldom considers business related to its narrow charge. FBUUS meetings almost always function as orientation sessions on the Undecided/Undeclared (U/U) program and U/U student demographics rather than discussions related to the advising of U/U students. In addition, FBUUS has not been successful in fulfilling one of the primary functions of its charge: to have voting members on FBUUS serve as advisors to FBUUS designates and/or U/U students.

CEP proposes dissolving FBUUS’s charge because matters related directly or indirectly to U/U advising policy already fall under the umbrella of CEP’s and its subcommittees’ bylaws. CEP, the Subcommittee on Courses (SCOC) already routinely review U/U courses and program requirements and other issues related to U/U. The remaining responsibilities of FBUUS should be dissolved altogether as these responsibilities are already included in other council charges: First, issues related to exceptions to enrollment limitations for first-year U/U students fall under CUARS and the Enrollment Council’s authority and probably should have never been written into FBUUS’s bylaws. Issues related to student probation and disqualification are handled by U/U’s advisors, the Ombudsman, the Division of Undergraduate Education, and the student hearing process available through the Council Student Experience.

Advise the Council on Educational Policy on policies on the academic advising of first year undecided/undeclared students. The Board or its designated agents shall act as advisors to first year undecided/undeclared students, and shall supervise these students in matters relating to probation and disqualification, exception to enrollment limitations, and other matters as specified in the Irvine Regulations. Advise the Dean of Undergraduate Education concerning first year undecided/undeclared students.

CEP thanks Cabinet for its consideration of the proposal.

Sincerely,

Tony Smith
Chair, Committee on Educational Policy
PROPOSAL TO REPEAL THE FACULTY BOARD FOR UNDECIDED UNDECLARED STUDENTS

The Council on Educational Policy endorsed the repeal the Faculty Board for Undecided/Undeclared Students (FBUUS), a subcommittee of CEP on July 7, 2914. FBUUS has not been in a position to fulfill its charge for many years and has therefore become dormant. For the past several years, the Board has met once or twice a year to receive informational updates on the Undecided/Undeclared Program. The Board has also been under administrative oversight for some years. To streamline CEP subcommittee work and eliminate a superfluous subcommittee, CEP requests to disestablish the Board and bring all issues associated with Undecided Undeclared majors back under CEP’s direct supervision.

The charge of FBUUS:

Advise the Council on Educational Policy on policies on the academic advising of first year undecided/undeclared students. The Board or its designated agents shall act as advisors to first year undecided/undeclared students, and shall supervise these students in matters relating to probation and disqualification, exception to enrollment limitations, and other matters as specified in the Irvine Regulations. Advise the Dean of Undergraduate Education concerning first year undecided/undeclared students.

Over the years, FBUUS have faced a number of challenges in fulfilling its duty, which is to advise U/U students. In 2001, it became clear to CEP that extensive formal and informal advising was being provided, not by the faculty members of FBUUS, but by the academic counselors, their support staff and the Peer Academic Advisors within the Division of Undergraduate Education. Academic counselors and peer advisors advising teams, rather than FBUUS faculty members, are in possession of the technical and detailed knowledge of UCI curricula requirements needed to suitably advise U/U students. FBUUS has made many efforts over the years to complement the more technical advising provided by staff with the type of advising associated with the faculty members’ own expertise and experience in academia. FBUUS faculty members were asked to attend coffee hours or other events with U/U students. However, despite notable efforts by the Division of Undergraduate Education and the Board itself, attendance by FBUUS faculty members to advising events and the usefulness of the events themselves has consistently fallen short of both faculty and student expectations.

CEP would like to thank the Cabinet for its careful consideration of the proposed repeal.

Sincerely,

Tony Smith, Chair,
Committee on Educational Policy  
University of California, Irvine  

July 1, 2014  
Proposed Changes to the CEP bylaws.  
Proposed deletions are in strike through  
Added language is underlined.  

THE MANUAL OF THE IRVINE DIVISION OF THE ACADEMIC SENATE  
PART I - BYLAWS OF THE IRVINE DIVISION  
Chapter III: Organization  
Section 5: Standing Committees  
Bylaw 85. Educational Policy (Undergraduate), Council on  
(Am 7 May 98) (Am 12 Oct 00) (Am 24 Jan 02) (Am 5 Jun 03) (Am 19 Feb 04) (Am 10 Nov 05)  
(Am 30 May 06) (CC 12 Feb 07) (Am 7 Jun 07) (Am 3 Jun 2010) (Am 1 Oct 2012)  
(A) Membership  
The Council on Educational Policy (Undergraduate) shall consist of two members from each  
Faculty offering an undergraduate degree, the Chairs and Chairs-Elect of the SCOC  
(Undergraduate Subcommittee on Courses and Continuing, Part-Time, and Summer Session  
Education) and the CEP Assessment Committee. Ex officio members shall be the Registrar, the  
Dean of Undergraduate Education, the Campus Writing Coordinator, the Chairs of the  
Subcommittee on International Education, and the Chair of the Faculty Board for  
Undecided/Undeclared Students.  
(B) Duties  
(1) Consider all matters related to academic policy, make recommendations regarding curricula  
and programs and other educational matters, including general campus requirements and grading  
systems, issue recommendations on the establishment, substantive modifications or withdrawal  
of academic programs, review and report on the character of the educational programs on the  
Irvine campus, make recommendations about undergraduate policy matters and evaluate their  
effect on campus diversity. Supervise the UC Entry Level Writing Requirement and the UC  
Analytical Writing Placement Examinations, and formulate the policies for, and supervise the  
requirement in American History and Institutions. Act for the Division in approving new or  
amended degree requirements recommended to the Division by the several Faculties; failure by  
the Council to approve new or amended degree requirements within sixty (60) calendar days  
following the original submission of such recommendations by a Faculty, the Faculty in question  
may refer the matter directly to the Divisional Senate Assembly for action.  
(2) Act as a screening committee for the general education options (see IR 520). Solicit courses  
from the academic units, review them, and approve or disapprove them according to the  
guidelines listed in Appendix V. Advise units of any overlap between proposed and existing  
courses and of areas not covered by the proposals. The Council may request that units submit
special kinds of courses to meet the requirement. Review all general education option courses at regular intervals and take appropriate action.

(3) Act on final recommendations from the Campus Writing Coordinator for recertification of courses satisfying the upper-division writing requirements; the Campus Writing Coordinator shall conduct a recertification review of these courses at regular intervals and recommend to CEP whether a course continues to meet writing course guidelines or whether CEP should inform the unit that the course no longer fulfills the upper-division requirement.

(4) Provide advice on all educational policy matters pertaining to the core campus undergraduate programs and advise on matters relating to international education and continuing, part time, and summer session education. In matters pertaining to the establishment, substantive modification or withdrawal of programs that may impact core campus academic programs, the Council shall issue recommendations with the Graduate Council, as applicable.

(5) Maintain liaison with the University Committees on Educational Policy, Preparatory Education, and International Education.

(C) Subcommittees of CEP

Proposals for revisions to changes in undergraduate programs, such as majors, minors, school requirements, general education, policy, honors programs etc. shall be first reviewed by either the Programs and Policy Subcommittee (major revisions) or SCOC (minor revisions), as determined by the Chairs of CEP, Programs and Policy, and SCOC.

(1) Programs and Policy
(a) Membership
The subcommittee shall consist of at least six CEP members appointed by the Chair of CEP. The Dean of Undergraduate Education, the Campus Writing Coordinator, and the Registrar shall be ex officio members. The Composition Program Director shall be invited to attend as a consultant whenever a writing course or a writing policy issue is on the agenda.
(b) Duties
(1) Review and recommend to CEP action on proposals for new undergraduate requirements: majors, minors, school requirements and/or substantial revisions to undergraduate requirements, general education, honors programs, etc.
(2) Review, upon CEP request, policy issues over which CEP has final approval authority and issues submitted for endorsement before final approval by the Divisional Senate Assembly.
(3) Review and recommend to CEP action on proposals for new or revised Change of Major criteria.
(4) Make recommendations consistent with established educational policy and give full consideration to campus diversity issues, to the views of appropriate schools, departments, and other academic units in matters relating to their educational policy.

(2) Academic Program Review
(a) Membership
The Academic Program Review Board shall consist of two members from the Council on Educational Policy (CEP) appointed by the Chair of CEP, two members from the Graduate Council appointed by the Chair of Graduate Council, and one Division member who will serve as Chair. The Chair shall be appointed for a three-year term by the committee on Committees, and is required to have prior experience on either the CEP or the Graduate Council, with strong preference given to Division members with prior experience conducting program reviews.
(b) Duties
Produces academic program reviews in accordance with the document "Joint Review of
Academic Programs: Descriptions and Procedures.

(3) SCOC (Undergraduate Courses and Continuing, Part-Time, and Summer Session Education)
(a) Membership
The subcommittee shall consist of one Division member from each Faculty offering an undergraduate degree to be appointed by the Committee on Committees. The Committee shall also consist of one faculty member from the Council on Educational Policy who serves as the Chair of SCOC and one faculty member from the Council of Educational Policy appointed by the CEP Chair to serve as the Chair-Elect of SCOC. The Chair of SCOC shall be the senate member who previously served as Chair-Elect of the SCOC. Ex Officio members of the Committee shall include the Registrar, the Campus Writing Coordinator, and the Dean of Continuing Education. The Composition Program Director shall be invited to attend as a consultant whenever a writing course is on the agenda.
(b) Duties
(1) Establish appropriate procedures for the approval of courses.
(2) Take final action on the approval, disapproval, modification, withdrawal, conduct, credit valuation and classification of courses. Subcommittee disapproval of a course may be appealed to the Divisional Senate Assembly by the academic unit proposing the course. Decisions should be made consistent with established educational policy. Full consideration should be given to campus diversity issues, to the views of appropriate schools, departments, and other academic units in matters relating to their courses of instruction. Requests for course approval should be promptly acted upon.
(4) International Education
(a) Membership
The subcommittee shall consist of one Division member from each Faculty offering an undergraduate and graduate degree to be appointed by the Committee on Committees. The Chair of the subcommittee shall be elected from this group of faculty. The subcommittee shall also consist of two faculty members from the Council on Educational Policy appointed by the Council chair and two faculty members from Graduate Council appointed by the Council chair. Ex Officio members shall be the Faculty Director of the Center for International Education, the Dean of Undergraduate Education and the Dean of Graduate Studies. The Deans may designate the Associate Deans to represent them on the subcommittee.
(b) Duties
Provide academic policy oversight on all matters concerned with the University of California’s Education Abroad Program (EAP), UCI’s International Opportunities Program (IOP), other formal educational activities of UCI students abroad, and faculty exchanges between UCI and foreign universities. The subcommittee shall report to its parent councils and maintain liaison with the University Committee on International Education.
(5) Faculty Board for Undecided/Undeclared Students
(a) Membership
The Faculty Board for Undecided/Undeclared Students shall consist of at least one Division member from each Faculty offering an undergraduate degree to be appointed by the Committee on Committees. The Dean of Undergraduate Education shall be an ex officio member of the Board.
(b) Duties
Advise the Council on Educational Policy on policies on the academic advising of first year
undecided/undeclared students. The Board or its designated agents shall act as advisors to first year undecided/undeclared students, and shall supervise these students in matters relating to probation and disqualification, exception to enrollment limitations, and other matters as specified in the Irvine Regulations. Advise the Dean of Undergraduate Education concerning first year undecided/undeclared students.

(6) CEP Assessment Committee
(a) Membership
The CEP Assessment Committee shall consist of one member from each Faculty offering an undergraduate degree appointed by the Committee on Committees for a three-year term. The Committee shall also consist of one faculty member from the Council on Educational Policy who will serve as Chair of the Assessment Committee and one faculty member from the Council on Educational Policy appointed by the CEP Chair who will serve as Chair Elect of the Assessment Committee. The Chair of the Assessment Committee shall be the senate member who previously served as the Chair-Elect of the Assessment Committee. The Director of Assessment and Research Studies shall be an *ex officio* member.

(b) Duties
1. Provide guidance on all matters related to student learning assessment, including policy development around assessment of student learning at the classroom, course, program, general education, and institutional levels.
2. Provide counsel to departments, schools, and Academic Senate committees on matters relating to student learning assessment. Review program assessment plans and reports and make recommendations to improve student learning. Prepare periodic reports on the status of student learning assessment within academic programs.
3. Make recommendations to CEP regarding the assessment of the general education program, including recommendations based on the review of general education courses and categories.
   a. Develop and maintain guidelines and procedures for both periodic comprehensive assessment and continual ongoing assessment of learning outcomes for each general education category.
   b. Evaluate the results of these assessments and make recommendations to CEP based on these results.
4. Monitor the University’s progress in implementing its assessment plans, including those resulting from regional reaccreditation review, and promote the use of assessment results in planning activities.
DIVISIONAL SENATE ASSEMBLY
MEMBERSHIP FOR 2014-15

**EX OFFICIO**
- University President, Janet Napolitano
- Academic Senate Chair, William Molzon, '15
- Academic Senate Chair Elect-Secretary, Alan Terricciano, '15
- Parliamentarian (Non-voting Member), Dan Hirschberg, '15

**Representatives to the Universitywide Assembly (8 Reps)**
- Dan Burk, '16
- Olivier Civelli, '15
- Brian Cummings, '16
- Andromache Karanika, '16
- David Kay, '16
- John Lowengrub, '15
- Darryl Taylor, '15
- Guoqing (Harry) Xu, '15

**Representatives from the College of Health Sciences (12 Reps)**
- Michael Demetriou- Faculty Chair, '15
- Alan Barbour, '15
- Anjan Batra, '15
- Anne Calof, '15
- Brian Cummings, '15
- Mark Fisher, '15
- Anand Ganesan, '15
- David Imagawa, '15
- Timothy Morgan, '15
- Hamid Said, '15
- Steven Schreiber, '15
- Kyoko Yokomori, '15

**Representatives from the School of Humanities (7 Reps)**
- Jacobo Sefami – Faculty Chair, ‘15
- Margaret Gilbert, '15
- James Porter, '15
- Victoria Silver, '15
- Jennifer Terry, '15
- Rachel O’ Toole, '15
- Tiffany Willoughby-Herard, '15

**Representatives from the Donald Bren School of Information and Computer Science (2 Reps)**
- Alfred Kobsa– Faculty Chair, ‘15
- Jim A. Jones, ‘15

**Representative from the School of Law (1 Rep)**
- Shauhin Talesh – Faculty Chair, ‘15

**Representatives from the School of Physical Sciences (5 Reps)**
- Claudia I. Czimczik – Faculty Chair, ‘15
- Anton Gorodetski '15
- Kevork N. Abazajian, '16
- TBD
- TBD

**Representatives from the School of Social Ecology (2 Reps)**
- Elliott Currie – Faculty Chair, ‘15
- Bryan Sykes, 16

**Representatives from the School of Social Sciences (5 Reps)**
- Linda Cohen– Faculty Chair, ‘15
- Leo Chavez, ‘15
- Don Hoffman, '16
- Ted Wright, ‘15
- Charles (Tony) Smith, ‘16

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Term of membership ends on August 31 of the year listed after each name. If you have questions about your membership, please contact Wendy Chamorro, wchamorr@uci.edu.
Divisional Senate Assembly
2014-15 Schedule of Meeting

FALL QUARTER 2014

Thursday, October 30, 2014
3:30 p.m. - 5:00 p.m.
Academic Senate Conference Room, 338 Aldrich Hall

WINTER QUARTER 2015

Thursday, January 29, 2015
3:30 p.m. - 5:00 p.m.
Academic Senate Conference Room, 338 Aldrich Hall

Thursday, February 26, 2015
3:30 p.m. - 5:00 p.m.
Academic Senate Conference Room, 338 Aldrich Hall

SPRING QUARTER 2015

Thursday, April 2, 2015
3:30 p.m. - 4:30 p.m.
Academic Senate Conference Room, 338 Aldrich Hall

Thursday, May 28, 2015
3:30 p.m. - 5:00 p.m.
Academic Senate Conference Room, 338 Aldrich Hall