

COUNCIL ON EDUCATIONAL POLICY
ANNUAL REPORT
2009-2010 Academic Year

I. COUNCIL OPERATIONS

The authority of the faculty over undergraduate instruction is given by the Standing Orders of the Regents of the University of California, 105.2 (b) Duties, Powers, and Privileges of the Academic Senate which states: "The Academic Senate shall authorize and supervise all courses and curricula offered under the sole or joint jurisdiction of the departments, colleges, schools, graduate divisions, or other University academic agencies approved by the Board, except that the Senate shall have no authority over courses in the Hastings College of the Law, San Francisco Art Institute, in professional schools offering work at the graduate level only, or over non-degree courses in the University Extension. No change in the curriculum of a college or professional school shall be made by the Academic Senate until such change shall have been submitted to the formal consideration of the faculty concerned."

The Council on Educational Policy (CEP) met ten times during the 2009-10 academic year. Additional business was handled electronically.

Members of the Council were also busy with other Senate activities. Chair David Pan attended the Universitywide Committee on Educational Policy, the Senate Cabinet, the Divisional Senate Assembly, the Enrollment Council, and the Chancellor / Provost / Cabinet Luncheons throughout the year and reported to the Council on issues of interest or concern. In addition, he participated in two of the Campus Task Forces (Curricular and Programmatic Alternatives and Non-Resident Enrollment) and was a member of the System-wide Education Abroad Program Governing Board.

The Dean of the Division of Undergraduate Education was invited to report monthly on her Division's activities, particularly those overlapping CEP concerns or related to CEP areas of authority.

In addition to meetings of the full Council, the Programs and Policy Subcommittee (PPS), composed of CEP members and chaired by David Eppstein, formally met eight times to consider matters related to undergraduate academic policy, issues concerning general education and degree requirements, proposals for new majors and minors, changes to majors and minors, and proposals for criteria for change of majors by undergraduates. Actions endorsed by the PPS are sent forward to the full CEP for final approval on a Consent Calendar. Items requiring further discussion and major proposals appear on the regular CEP agenda. Additional business resulting from the regularly scheduled meetings but needing further input from members was conducted electronically.

Most members of the CEP were asked to serve on at least one subcommittee during the academic year. Subcommittees, when appropriate, may include Senate members not on the current CEP.

Assignments included:

- Programs and Policy Subcommittee: D. Eppstein, Chair, D. Van Vranken, L. Mueller, and C. Chubb, S. Stern, K. Day, J. Carson.
- Academic Program Review Board: E. Cauffman, and M. Dennin.
- Universitywide Committee on Preparatory Education (UCOPE): J. Alexander
- UTeach Student-Faculty Steering Committee: D. Kay, G. Hart, E. Currie
- Writing Advisory Group (WAG): J. Alexander, C. Chubb, Chair, D. Gross, J. Steintrager
- Writing Subcommittee: C. Chubb, Chair, D. Eppstein, J. Alexander, and D. Gross.
- GE Subcommittee: M. Dennin, Chair,
- Interim Assessment Committee: J. Utts, Chair, R. Berkelhamer, J. Alexander, A. Holman, M. Jafari, P. Collins, J. Shoemaker, C. Procello

Assignments to additional short-term committees were made as needed. In addition, individual members were asked throughout the year to serve as lead reviewers for identified agenda items.

II. PROGRAMS/CURRICULUM

- CEP endorsed for Divisional Senate Approval one new undergraduate major: a B.S. in Computer Game Science, including Change of Major criteria.
- CEP approved, taking into account input from the Enrollment Council, the Dean of the Division of Undergraduate Education, and the Associate Deans, eight changes to Change of Major Criteria
- CEP approved one new minor: a Minor in Digital Information Systems.

Non-controversial items, such as new minors, changes to programs, and breadth courses were forwarded to the full CEP for final approval on the Consent Calendar (see the Programs and Policy Subcommittee's Annual Report, Appendix I).

2008-09 External Review Report of the College of Health Sciences and College Responses

The College has a number of graduate programs but only four undergraduate: B.S. in Nursing Sciences; B.S. in Pharmaceutical Sciences; B.S. in Public Health Sciences; and, B.A. in Public Health Policy. In general, the review was positive. Issues had to do with: Limited resources for faculty and space and that the programs themselves carefully assess their growth potential and where they want to place their limited resources to best serve the students. Concerns identified of primary interest to CEP included: The administrative structure of the College of Health Sciences, guidance of the programs, and the role of the one Associate Dean within the large set of programs and departments in the COHS.

Follow-up Report on the 2004-05 External Review Report of the School of Engineering

CEP members reviewed the follow-up report and unanimously agreed that the Council would send a follow-up memo to Engineering stating that there were a number of additional questions members would like addressed. In addition, the Council continued to see the Biomedical: Premedical major as a concern and members asked what Engineering's plans for the major were.

Charges for the Academic Program Review of the School of Social Sciences

CEP was asked to review and comment on the draft charges for the 2009-10 Academic Program Review of the School of Social Sciences. Due to the size of the School, the review will be held in two sections, on two separate dates: April 19-21 and May 3-5, 2010. CEP unanimously agreed to accept the charges as written with the addition of a statement addressing the issue of the interdisciplinary programs.

2005-06 Review Follow-up Report of the Merage School of Business

CEP reviewed the follow-up report and unanimously agreed that CEP is pleased to see the development of the School's undergraduate programs and looks forward to seeing further progress.

2005-06 Follow-Up Report for the Claire Trevor School of the Arts

CEP commended the Acting Dean and Chairs for their detailed consideration of and responses to the Academic Program Review recommendations. CEP noted that significant weaknesses remained unaddressed, including space needs, faculty size, and technical staff support, but acknowledged that these issues are driven in part by the budgetary constraints facing UCI. CEP encouraged the Arts to appoint an Associate Dean for Undergraduate Education.

Review of Upper-and Lower-Division Writing

CEP performs periodic program reviews of non-degree granting entities such as each of the General Education categories, the Campuswide Honors Program, and upper- and lower-division writing. Reviews are held every 10 years with a two- to three-year follow-up review where appropriate. Following the CEP Review of Upper- and Lower-Division Writing (April 2009) the Campus Writing Coordinator began a thorough assessment of writing across the campus. Student work was selected and assessed against a common rubric of expectations for lower-division writing. In addition, CEP received a proposal on lower-division writing from the Task Force on Curricular Alternatives. A subcommittee was formed to respond to this proposal, which determined that the proposal to farm out resources from the lower-division writing program to the individual schools appears to be a cost-cutting measure. There was strong sentiment voiced at the CEP meeting against the proposal. The writing subcommittee then developed a separate set of recommendations based on the Writing Review Report.

CEP unanimously endorsed the following recommendations from the subcommittee:

- CEP unanimously endorsed the recommendation to create a Campus-Wide Writing Center at UCI.
- CEP unanimously endorsed the proposal that the Lower-Division Writing Committee be tasked with exploring what a “third-quarter” writing and Communication requirement might look like.
- CEP unanimously endorsed the proposal that CEP establish a task force to investigate transfer student writing. The task force should include participants from Academic English, as that unit will be a key partner in helping to develop assessments and/or curricula for transfer students, many of whom will be second- or multi-language learners. The task force should be empowered to make recommendations to remedy any skills deficits amongst our transfer student population.

This discussion will be continued in fall 2010.

General Education

The CEP began a review of General Education in response to 1) the 2008 revision of the General Education requirements, which established a set of learning outcomes for the GE categories which need to be applied to the courses that were “grandfathered” into the categories 2) the current WASC accreditation process in which one theme is an assessment of General Education learning outcomes 3) a set of recommendations concerning General Education from the Task Force on Curricular Alternatives, to which CEP is responding through its own review.

CEP members voted unanimously to create a Subcommittee to consider revision of the General Education requirements, the membership of which consisted of one representative from each unit from CEP, a student, and an Academic Counselor. The General Education subcommittee presented a set of preliminary findings that were discussed in CEP and then forwarded to the campus community for comment. Based on the CEP discussion and the campus comments, the subcommittee will prepare a report for the CEP in Fall 2010.

In addition, the following proposals concerning General Education were approved by CEP:

CEP members voted unanimously to remove Category IX, Laboratory or Performance, from the General Education Requirements.

CEP received and approved a proposal to amend General Education Category VIII, International/Global Issues, to include the International Opportunities Program (IOP) and Summer Session Travel Study. The Education Abroad program already offers students credit for Category VIII. Category VIII was changed to read:

In addition, Category VIII may be satisfied by one quarter’s participation in the UC Education Abroad Program (EAP) or one quarter’s participation in the International Opportunities Program (IOP) with an approved IOP Credit Contract. Summer study abroad on an EAP, IOP (with approved IOP Credit contract) or UCI summer Session Travel Study program satisfies this requirement when the program is at least 5 weeks long and a student completes at least one course worth at least 4 quarter units.

CEP formed a separate subcommittee to review Category V, Quantitative, Symbolic, and computational Reasoning.

Proposed Disestablishment of the B.A. in Humanities (Interdisciplinary)

The Council on Educational Policy reviewed and unanimously approved a proposal from the School of Humanities to discontinue the B.A. in Humanities (Interdisciplinary) effective Fall 2010.

Ph.D. in Public Health

CEP was asked to review and comment on the proposal for a Ph.D. in Public Health. CEP was convinced that the net impact on undergraduate education would be positive and thus unanimously endorsed the proposal.

Request to Discontinue the 3-2 Program in the Full-Times MBA Program

CEP reviewed and endorsed discontinuance of the 3-2 Program.

III. CAMPUS ISSUES

Institutional Proposal for Reaffirmation of Accreditation Submitted to the Western Association of Schools and Colleges (WASC)

During the 2009-10 academic year UCI worked on a draft of the Institutional Proposal for WASC that included the three themes on which the Campus will focus for the reaccreditation review process: Theme 1, Student Learning in the Major, Theme 2, General Education, and Theme 3, Academic Program Reviews. All of the themes are related to educational objectives and assessment.

There are three stages of the WASC review: The primary focus is demonstrating educational effectiveness: Institutional proposal, submitted Nov 1, 2009; Capacity and Preparatory Review, site visit in 2011; and, Educational Effectiveness Review, site visit in 2012. During the 2009-10 academic year CEP focused on the goals it hoped to achieve for Theme 2, General Education. For details of work in this area, see the sections on “Review of Upper- and Lower-Division Writing” and “General Education” above and “CEP Assessment Committee and Bylaw Change” below.

WASC Capacity and Preparatory Review Draft Document

CEP drafted the section concerning Theme 2, General Education for the WASC CPR. It also reviewed and commented on other sections of the draft document for WASC.

Policy on Temporary Enrollment Restrictions

There was considerable concern by the Enrollment Council about enrollment restrictions, particularly for majors only, imposed on courses by schools or departments. CEP was asked by Administration to look into this issue. The Programs and Policy Subcommittee (PPS) held an in dept discussion and drafted a policy for CEP’s review and endorsement. The proposed policy was unanimously endorsed by CEP. The approved *Policy on Temporary Enrollment Restrictions* was sent to Deans, Associate Deans, Department Chairs, and Directors of Academic Counseling.

Credit Hour Value

EVC/Provost Gottfredson asked CEP to consider a recommendation to increase credit-hour value for at least some classes to 5 units instead of the typical 4 units. There was a specific set of recommendations on how that might be done: Assess how much work needs to be done for each course and whether the course merits an additional credit-hour and, categorize courses by different credit-hour values. It would allow instructors, in general, to calibrate courses to 3, 4, or 5 credit hours and we would have a more diverse set of classes in terms of workload for students and, it would generally allow students to graduate with fewer courses. A subcommittee was formed for further review. CEP members unanimously agreed with the subcommittee’s recommendations that there is no need to increase units but it is worthwhile to reconsider the General Education requirements and whether or not GE courses, especially those with a significant writing component, should be five units.

LAUNCH Final Report

The LAUNCH Committee was charged by the Academic Senate to examine the current programs and services and to develop recommendations to improve the information and preparation of UCI undergraduates for graduate and professional schools. Recommendations by the Committee built on existing services, improving access and information, and using them as models to entice similar programs on other parts of the campus. CEP members unanimously endorsed the recommendations developed by the LAUNCH Committee.

Low Response Rate on Teaching Evaluations

The major issue is that since the advent of online teaching evaluation forms, there has been a significant decline in the response rate of students to evaluation requests. CEP members didn’t feel that they had sufficient information to offer an informed opinion on this issue at the time. After a lengthy discussion, CEP members unanimously approved a motion to establish a Subcommittee of CEP to work on this issue. The Subcommittee will also work with ASUCI, who would like to make the evaluation results public.

Proposed Changes to Irvine Regulation (IR) A345, Grading

CEP received and endorsed a proposal to revise Irvine Regulation A345, Grading. Under the current regulation, the “I” grade may remain permanently on the transcript. Under the proposed revised policy, the “I” would ultimately change to a “F,” if not replaced by a grade. The revised policy reminds faculty and stu-

dents that an incomplete grade is an implicit contract between the student and faculty member under circumstances where the student's work is of passing quality but cannot be completed on time for "good cause." It is consistent with the practice at all other UC campuses.

Proposed Changes to Irvine Regulation (IR) 440, Adding and Dropping Courses.

CEP received a proposal from the Division of Undergraduate Education stating that, "At the November 9, 2009, meeting of Associate Deans, representatives for nine out of ten schools voted in favor of approving the proposed revisions to the Senate's add/drop change deadlines and authorizations." After considerable review and discussion, CEP unanimously endorsed the proposed revision.

Policy for Undergraduate X and XI Courses

An "XI" course is a University Extension course equivalent to a regular session course. An XI course must have a corresponding academic department courses listed in the Catalogue, and must follow the same curriculum, texts, and course description as the corresponding course. An "X" course is a University Extension course *not* equivalent to a regular session course but which may have a credit value.

The Subcommittee on Courses and Continuing, Part-Time, and Summer Session Education proposed a policy and guidelines for approval of undergraduate X and XI courses. The proposal was unanimously approved by CEP. The proposal included draft policies and guidelines for Summer Session courses and Online courses.

Proposal for an Army ROTC Program at UCI

CEP received a proposal for the establishment of an Army ROTC Program at UCI. CEP determined that the proposal should be sent back for additional information about where the ROTC will be housed. The key thing that is missing from this proposal is some sort of letter of support stating that a particular school will house the ROTC and who the ROTC will be responsible to. In addition, members believe that recruiting should not be a part of the educational mission of UCI. CEP also asked for an expansion and clarification of additional information, such as that of infrastructure needs.

Proposal for Expanded Priority Registration for Veterans

CEP received a proposal for expanded priority registration for Veterans. CEP unanimously approved the following:

All returning veterans, active duty service members, and reservists are eligible for the priority registration window during their tenure at UCI. The Office of Veterans Affairs will work with the Registrar's Office to notify them of the appropriate students.

Request for Priority Registration for an Individual Team USA Skater

CEP received a request from a student in Business Administration who is also an international and national competitive figure skater and a member of Team US, representing the U.S. at various competitions. CEP members unanimously approved priority registration for Karen Zhou, competitive figure skater.

Priority Registration for Summer Bridge Students

Priority registration was granted to these students some time ago, apparently as part of a marketing effort. There is no indication that this has had any particular impact on their numbers and it is not to be used in the future as part of their marketing tools. There was general consensus that no action is needed on this issue.

UTeach Report

The UTeach program was originally approved by CEP in March 2007. It was approved on a two-year basis at which time CEP would review the program. CEP agreed to grant approval to continue the program with slight modifications.

First-Year Integrated Program (FIP) Report

The purpose of this report was to present the data and findings from the first three years of the assessment of FIP. FIP courses are designed to provide students with (1) a year-long interdisciplinary academic experience, (2) the opportunity to complete up to four of their general education requirements, including the second course of the lower division writing requirement, and (3) a freshman learning community experience comprised of 80 or fewer students. CEP unanimously approved the report and continuance of the program.

Credit Hour Unit Limit

Michael Clark, Vice Provost for Academic Planning, asked CEP to review and possibly make a decision before the end of the year on one of the issues related to the Task Force, i.e., General Education Requirements, limiting credits at graduation, or reducing the requirements for majors. It was suggested that it appears that limiting credits at graduation would be the easiest, especially if the limit was set rather generously at first. The Programs and Policy Subcommittee was given the charge to draft a proposal and bring it back to the June meeting.

After the June CEP meeting it was noted that part of the proposal discussed at the Programs and Policy Subcommittee meeting had been omitted. This proposal will go back to the full CEP at the first meeting of the 2010-2011 academic year for further review.

Proposed Three-year Degree Program

The proposal was for a three-year curriculum available to students in which Summer Session is a *bona fide* academic quarter. Not all majors will be able to offer this and it would be optional for students. CEP members generally agreed that there should be further study on this issue. Extension could do the analysis of what units they believe would be most likely to be able to achieve this, based on course enrollment, etc.

- Extension is willing to support the project but would like some other unit to take the lead.
- The Associate Deans of Biological Sciences and Social Sciences (Economics) were supportive.

This discussion will be continued in Fall 2010.

CEP Assessment Committee and Bylaw Change

The Council on Educational Policy received a proposal to establish an Assessment Committee as a standing subcommittee of CEP. The Campus has made a commitment to establish a CEP Assessment Committee as part of its WASC reaccreditation review process with the long-term goal of making it a permanent group of the Academic Senate.

To implement this proposal, amendments to two Academic Senate bylaws were endorsed by CEP:

- Bylaw 85, Educational Policy, which will add the CEP Assessment Committee as a Standing Subcommittee.
- Bylaw 36, Student participation on Committees, which indicates that 1 undergraduate student will be represented on the CEP Assessment Committee.

Proposal to Reduce units for Majors

Michael Clark, Vice Provost for Academic Planning, requested that CEP consider asking departments to reduce the number of units required for majors. This proposal would be consistent with the recommendations of the UC Commission on the Future Report. At UCI, any strategy for reducing required units would have to reflect the distribution of units. For UCI majors, school requirements range from 0–59 units; lower-division requirements range from 0–106 units; and upper-division requirements range from 32–99 units (see Tables 1 and 2, below).

This discussion will be continued in Fall 2010.

IV. SYSTEMWIDE ISSUES**UC Commission on the Future**

CEP reviewed and responded to both Round 1 and Round 2 recommendations of the UC Commission on the Future.

UCPB Choices Report

The Council on Educational Policy agrees with the UCPB Choices Report's affirmation, first, that the University of California will not be able to avoid difficult trade-offs to resolve its budget situation and, second, that the single most important priority for the university is to maintain the quality of its faculty, even at the cost of short-term reductions in student access and affordability. Although measures such as maintaining competitive faculty compensation and preserving the research mission of the university may seem to take away from undergraduate education in the short-run, they must still be viewed as part of a long-term strategy of defending undergraduate education from a steady decline in quality.

Proposed Repeal of SR 764

CEP was asked to review the proposed repeal of SR 764 which states that “Credit in special study courses for undergraduates is limited to five units per term. CEP members voted to support the proposal.

Report of the Online and Remote Instruction and Residency Special Committee

CEP received a request to review the *Report of the Online and Remote Instruction and Residency Special Committee*. The Special Committee developed eight recommendations, including the formation of a joint Senate/Administrative task force to explore the development of systemwide online curriculum. CEP members unanimously endorsed the report as written and proposed no further action at this time.

Review of the 2008-09 Joint Administration-Senate Task Force on the Education Abroad Program

CEP received a request to review and comment on the final report of the Joint Administration-Senate Task Force on the Education Abroad Program. The report offered 9 recommendations to which CEP responded. Council members unanimously approved the proposed CEP draft of the Task Force response and to send it forward as an advisory document.

Overall, CEP was impressed with the speed and thoroughness with which the Task Force conducted this review. While CEP endorsed the many proposals for restructuring UCEAP recommended by the Task Force, it had serious concerns about the composition of the Governing Committee and its voting members, the process of relocating UOEAP to a campus, the new UCEAP fee structure, and the process by which UOEAP will cease to be responsible for establishing course credit for EAP courses.

Request to Review the Admissions “d” Requirement

After an extensive discussion, the Council on Educational Policy (CEP) members unanimously agreed to send forward a recommendation that the Council would welcome Earth Systems Science courses as a means of fulfilling the Admissions “d” Requirement, but that it would want to stipulate the following:

- The Systemwide proposal is currently inadequate because it leaves only the extreme alternatives of rejecting or accepting current ESS courses for the Admissions “d” requirement. The CEP believes that a rigorous ESS course could satisfy the requirement but only if it includes the quantitative skills that students receive in courses that currently satisfy the requirement. The current wording of the proposal unfortunately does not make it clear that, for instance, 9th grade ESS courses that are mostly qualitative would not constitute the correct level of preparation. The CEP would like to see a revision of the proposal that would specify the learning outcomes of quantitative ESS courses that could be offered in the 10th, 11th, or 12th grades and would meet the Admissions “d” Requirement.

Final Report of the Joint Senate-Administrative Task Force on the Compendium

The last version of the Compendium was effective July 1, 1999, and was focused more on the kinds of academic standards that new programs would need to meet. The flavor of the current revisions lean more toward fiscal and political aspects which reflect the current economy. One thing that emerged from the review was “the importance of reinvigorating the renamed *Five-Year Planning Perspectives*.” CEP members agreed that new items should remain listed for no more than three years.

In reference to academic degree programs, Council members agreed with the addition of a review process for undergraduate/graduate hybrid degree program proposals. CEP members noted a couple of additional recommendations for the proposed committee made up of CCGA and UCEP members.

1. As part of the response to the proposals, the Campus Registrars and Graduate offices should be notified.
2. The committee should include, as an ex officio member, the representative from the Vice Provost office on Student Affairs who is the Campus Registrars’ contact.

Differential Fees and Non-Resident Tuition

CEP opposes differential fees by major as previously noted. CEP opposes differential fees by campus as every campus will go after the highest fees. Regarding non-resident tuition, individual campuses should be able to keep some of the revenue since they will need to invest in the infrastructure. CEP members voted to cap the number of non-resident students at 20%. If a campus has over the identified percentage (20%) the revenue generated above that percentage could be taxed by UCOP.

Professional Degree Fee Policy.

CEP supports the proposed revisions to the Professional Degree Fee Policy. The four guiding principles for setting fees seem balanced, and they provide a good framework for facilitating the creation and maintenance of quality graduate programs.

V. CONTINUED TO FALL 2010

1. Reduction of Major Requirements
2. General Education
 - a. Review of Courses that were grandfathered in during the 2007 Revision of GE.
 - b. Continued Review of the overall GE Categories.
 - c. Category V
3. Upper- and Lower-Division Writing
4. Proposed Three-year Degree Program
5. Credit Hour Unit Limit
6. Temporary Restrictions
7. Teaching Evaluations

2009-10 Council on Educational Policy MembershipMembers

David Pan, Chair, Humanities
 Ian Munro, Arts
 Juli Carson, Arts
 Laurence Mueller, Biological Sciences
 Michael Cumsy, Biological Sciences
 Rick So, Business
 Peter Navarro, Business
 Glenn Healey, Engineering
 David Reinkensmeyer, Engineering
 Arlene Keizer, Humanities
 David Eppstein, ICS
 Jessica Utts, ICS
 David Van Vranken, Physical Sciences
 Michael Dennin, Physical Sciences
 Elizabeth Cauffman, Social Ecology
 Kristen Day, Social Ecology
 Charles Chubb, Social Sciences
 Judith Treas, Social Sciences
 Shari Stern, Public Health
 Jill Berg, Health Sciences

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