

SUBCOMMITTEE ON POLICY AND ASSESSMENT 2022-23 ANNUAL REPORT

SUBCOMMITTEE OPERATIONS

The Subcommittee on Policy and Assessment (SCPA) is charged with reviewing proposals for new undergraduate requirements, policy issues, proposals for new or revised Change of Major criteria, and developing and maintaining guidelines and procedures for periodic assessment. SCPA recommendations are submitted to the Council on Educational Policy (CEP) for action. The Subcommittee's full duties are outlined in Irvine Bylaw 85.C.1. Professor Ian Munro, Arts, chaired the Subcommittee in 2022-23. The Subcommittee met five times during the academic year.

SUBCOMMITTEE ISSUES

- In October 2022, the Subcommittee was asked to draft a policy defining hybrid and online courses. Chair Munro led the development of a draft policy and presented it to members at the January 2023 CEP meeting. The draft policy proposal included definitions for hybrid and online courses as well as a detailed set of approval requirements. Multiple members commented that it was important to use language and terminology already in use, such as hybrid and online. Following the meeting, the draft policy was presented to CEP for comments and feedback. At the November CEP meeting, the draft policy was reviewed, and members were asked to provide comments and feedback in advance of the November SCPA meeting. Concerns were expressed regarding the percentage of a course that could be potentially offered online without Senate approval. After an extended comment period, the draft hybrid and online learning policy was presented at the subsequent CEP meeting and eventually approved. (October 2022, November 2022)
- Following the January 2023 CEP meeting, the Subcommittee was asked to review several policies connected with GPA and their effects on existing Change of Major (CoM) policies. After review, the Subcommittee proposed a revision to existing CoM policies to increase access to alternate majors early in a student's career by allowing students who have completed fewer than 72 course units to change majors regardless of cumulative GPA. With the proposed revision, students must also meet all other CoM criteria for the major. (January 19, 2023)
- The Subcommittee reviewed and provided feedback for a selection of Student Learning Outcomes Assessment Reports, which would eventually be submitted as examples to WSCUC. Every five years (in rotation, by school) each undergraduate degree assesses student learning outcomes and submits the following year a comprehensive assessment report detailing its assessment processes, results, and use of assessment for continuous improvement. Physical Sciences was the first assessment report to be reviewed, and the Campus Assessment Coordinator, Venette Van Duyn, noted that ample comments and feedback had been collected. (April 2023, May 2023)
- Following the May 2023 CEP meeting, the Subcommittee was asked to continue a discussion and gather information related to assessment options for fully online courses. Items considered included classroom allocation considerations and whether existing guidance needed to be revised. Members had divergent opinions about whether it was appropriate for fully online courses to also offer an option for in-person assessment, and about what sorts of rules should apply to such options. (May 2023)

- Campus Assessment Coordinator, Venette Van Duyn, provided an update to the Subcommittee and noted that assessment activities for the 2022-23 academic year were complete. Looking forward, Venette noted that Arts, Education, Pharmaceutical Sciences, and Public Health will assess their undergraduate majors in the 2023-24 academic year. (May 2023)

MEMBERSHIP

Voting Members

Ian Munro, Chair, Arts
Sven Bernecker, Humanities
Jae Hong Kim, Social Ecology
Christine King, Engineering
Allison Perlman, Humanities
Maia Young, Business

Ex Officio Members

Elizabeth Bennett, University Registrar
Michael Dennin, Vice Provost for Teaching and Learning & Dean of Undergraduate Education
Daniel Gross, Campus Writing & Communication Coordinator
Venette Van Duyn, Campus Assessment Coordinator

Representatives

Zachary Griggy, ASUCI

Consultants

Paul Kang, Associate Vice Provost for Academic Planning
Brad Queen, Director, Composition
Aliya Thomas, University Editor
Sautra Yazdanian, Project Director, Academic Planning

Annual Report prepared by: Malcolm Bourne, CEP Analyst