Council on Teaching, Learning, and Student Experience (CTLSE)
Annual Report
2019-2020

To the Irvine Divisional Assembly:
The Council on Teaching, Learning, and Student Experience (CTLSE) respectfully submits its report of activities for the 2019-20 academic year.

I.   COUNCIL OPERATIONS

Ian Straughn, Assistant Teaching Professor, Anthropology, chaired the Council on Teaching, Learning, and Student Experience (CTLSE) in 2019-20. Andrea Henderson, Professor, English, served as Vice Chair. The Council met nine times during the academic year. Attending regular CTLSE meetings were twelve elected faculty members, the Vice Provost for Teaching and Learning and Dean of the Division of Undergraduate Education (DUE), the Vice Provost and Dean of Graduate Division, the Chair of the Board on Undergraduate Scholarships, Honors and Financial Aid (BUSHFA), the Librarians Association of the University of California, Irvine (LAUC-I) Representative, the Director of the Center for Engaged Instruction (CEI), the Director of the Undergraduate Research Opportunities Program (UROP), the Vice Chancellor of Student Affairs, two representatives from the Associated Graduate Students (AGS), and two representatives from the Associated Students of University of California, Irvine (ASUCI).

II.   COUNCIL ISSUES

A. Student Course Feedback Form Update
Meeting Date: 10/7/2019
Guest: Gary Coyne, Principal Research Analyst, DUE

The Council requested updates on the Student Course Feedback Form pilot. A comparison of instructor focused and course focused wording on the form was examined. Data was collected from 1,436 students in six courses. Within courses, items worded to focus on the course usually resulted in slightly lower evaluations than items that focused on the instructor, although the difference is not statistically significant.

Both sets of items showed differences in evaluations between men and women. While the differences were not consistently in the same direction, the one item that produced statistically significant differences showed lower evaluations for men on the form that asked about the course while evaluations for women were similar on both forms. Students generally indicated that all items (whether they centered on the course or the instructor) were clear and easy to understand

The new form should move forward and go "live" as soon as it seems appropriate. Other Councils such as CORCL and CAP will be consulted in the issue of data collection and research with the feedback forms.

At its meeting on November 2, 2019, members voted unanimously to approve a campus-wide implementation of the new Student Course Feedback Form.

B. Student Grievance Issue
Meeting Date: 10/7/2019

The Council discussed a student grievance received in Spring 2019 regarding a grade appeal.

The student alleged that they were given a grade in a BIO SCI 199 course unfairly and without explanation. The course was taken in Fall 2018. The student attempted informal resolution throughout Winter 2019, but was unsuccessful. The student contacted the Academic Senate in early Spring 2019, which is past the deadline to submit a grievance per Appendix II. A student must submit a grievance within one quarter after the alleged incident. The Council would need to vote to allow an exception in this case due to the delay in formal grievance submission by the student. Members expressed concern that 199 courses are not required to have a syllabus or mechanism for expectations of grading.

Members voted to allow an exception for the student due to the delay in communication with involved parties. Members believed that the student did their due diligence in attempting to informally resolve the issue prior to contacting the Academic Senate, and members voted to formally review her grade appeal.

Parties were notified, a hearing was scheduled, and a hearing panel was appointed. The hearing made a decision that the instructor subsequently appealed. Ultimately, the original decision was upheld.

C. Review of Interim Policy and Procedures for Student International Activities
Meeting Date: 10/7/2019
Memo Date: 11/6/2019

The campus published a new policy and set of procedures for student international activities. The Council had no major concerns with the policy and procedures, but submitted suggestions for technical revisions.

D. Undergraduate Academic Advising
Meeting Dates: 11/4/2019
Guest: Heather Cartagena, Executive Director of Advising, Division of Undergraduate Education

The Council was presented with current campus advising efforts, goals, issues and concerns.

The Executive Director of Advising position is new on the UCI campus. The role is intended to be neutral, and as an advocate to inform Schools about issues and needs. The goal is to provide consistency across advising offices and better communication with Associate Deans. There is an effort to define the role of an academic advisor, particularly in conjunction with other duties outside of advising that advisors may be assigned. These duties often include admissions, changes of grade, course planning, etc. There is also an effort to provide a standard for academic probation, onboard training for new advisors, and increase advising staff.

The UCI ratio of advisor to student is larger than the nationally recommended ratio. Some departments provide other advising services such as workshops, peer advisors, and through Career Pathways. Peer advisors are helpful in providing advising when full-time advisors are unable to accommodate need. Dedicated caseloads should be a priority so that advisors can focus on future goals and improvements.

Articulation agreements, degree certifications, petitions, enrollment exceptions, and probation are currently performed manually by advisors, which are inefficient processes. More detailed information on staff retention was requested. The OVPTL is looking at how to survey students and advisors regarding this issue.
Concern was expressed that the School of Biological Sciences and the School of Information and Computer Sciences seemed to discourage students from entering their majors. Benchmarking of advisors is currently being examined.

In-person advising is more efficient and better for the student. It was stated that, because of this practice, additional advising staff would be significant in improving advising across campus. However, concern was expressed as to how these additional staff would be paid/compensated. The Provost should be reminded that there is a staffing crisis on campus, with most areas experiencing issues with budgets and allocations of resources. It was suggested that other avenues of advising be explored, such as through the libraries. Academic advising, Student Affairs, Career Pathways, and the libraries should be partnering in the future.

The Council will ask for additional updates in Fall 2020 and particularly how advising has been effected by remote teaching and learning.

E. Mellon Grant Memo
Meeting date: 11/4/2019
Memo date: 11/6/2019

The OVPTL requested that CTLSE discuss the current Mellon Grant Research Project and how it accesses and manages LMS data use in its research.

The data collected through this project has IRB approval. The memo will assist OIT in clarifying who can or cannot have access to the data. Faculty would be notified of this project in Fall 2019, and will be given the option to opt out. The dates covered in the data collection are 2014-2023. Vice Provost Dennin preferred to make it clear that his role as PI on the project and as Vice Provost are separate. The focus of the project is to determine which types of data are important in evaluating student success. It will predominantly be Canvas data. 1,000 students have agreed to be part of the project and 800 are currently participating. There is an incentive of a $50 gift card and registration in one course.

Members voted unanimously to endorse the memo, which read as follows:

At its meeting on November 4, 2019, the Council on Teaching, Learning, and Student Experience (CTLSE) discussed the current Mellon Grant Research Project and how it accesses and manages LMS data use in its research.

Members voted unanimously in favor of the following resolution:

The members of CTLSE affirm that the Mellon Grant Research Project, Next Gen Undergraduate Success Project, will have access to all available Learning Management Eco-System Data (Canvas, EEE+, etc.), in compliance with the IRB approved guidelines for the research project, from the year 2014 to 2023.
Going forward, CTLSE requests that OVPTL notify faculty that these data are subject to anonymized inclusion in IRB approved research studies.

Additional institutional research usage is under discussion with the Academic Senate regarding Learning Management System Data and CTLSE continues to provide oversight on issues regarding governance of these and other data regarding teaching and learning at UCI.

The Council will ask for updates on the Mellon grant and research progress in Fall 2020.

F. **UROP Fellowship Funding Proposal**
   Meeting date: 11//2019

The Council reviewed the Strategic Plan for UROP Fellowship Funding proposed in October 2019. The plan should be kept confidential until otherwise noted.

UROP award amounts have been decreasing. There have been funding packages for multiple programs. Fall and Spring calls make up for the majority of proposals. The UROP Symposiums are prestigious events on campus. Funding has been centrally funded through the Provost. A cap on this funding should be helpful with the current cap in enrollment. There are untapped funds within schools and other grants. However, it was unclear whether these funds are under Deans' control, individual faculty, centers or research groups.

The OVPTL will work with the Office of Research for additional funding such as NSF. The proposal sims to revise the Summer funding model, not Fall or Spring. The goal is that OVPTL would provide $1,500 in funds for SURP, and the Schools would match to total $3000 max for awards. The overall number of awards would be reduced significantly. The proposal is modelled on the last two years of funding UROP proposals.

The process for the changes will begin with Said Shokair meeting with Deans to discuss the new model although the vice-provost for OVPTL has assured CTLSE that they have agreed to this draft and that there will be minimum number of awards for each school. M. Dennin will update CTLSE on the exact numbers of awards for each school and the amount that those schools are expected to contribute. There is a Faculty Advisory Board for UROP, but as of the CTLSE meeting, had not met to discuss this issue. Nor is it clear whether a new chair of that FAB has been appointed. This is an evolving process, and changes may need to be made in the future. A member asked if this proposal would be voted on by any bodies. It was stated that there would be no vote, and the agreement of the Deans would be enough. The council expressed its desire to see those agreements regarding the funding from

the schools and how this would allow the program to keep pace with the growth of both the student body and student participation.

The Council will hear updates regarding the new model, and Michael Dennin will submit specific data on proposals and funding from Schools.

G. **Quality of Instruction Guidelines**
Meeting date: 12/2/2019

The Council heard about potential guidelines for quality of instruction for UCI faculty.

The Associate Dean of Undergraduate Studies in the School of Social Sciences asked if any particular guidelines for quality of instruction existed. The Division of Teaching Excellence and Innovation (DTEI) was contacted to present on any recommendations for instructors. A universal guideline is not applicable to every instructor in every discipline.

The DTEI website has a page for resources, which includes some information on engaging first generation students, general policies, syllabi templates, and general teaching strategies and materials. Instruction technologies and innovations occur regularly enough that any feedback from CTLSE on instruction guidelines may be outdated by the time it could be approved and implemented.

The only set standard for instruction is that instructors be present at 80% of scheduled courses. Resources for referral and "best practices" would be beneficial for instructors. Some instructors may feel their creativity in teaching would be hindered by solid guidelines. A one page document with recommendations would be helpful, particularly for new instructors, who may often take time to onboard with classroom teaching. Little to no expectations in regards to teaching practices may lead to ambiguity in grading.

It was asked what academic freedom means in terms of instruction. Other members asked if the Council could set or enforce a type of standard or guidelines, similar to how some departments review quality of instruction in terms of merit, and if it needed to be codified at all. There should be clear recommendations for quality of instruction in the review process, and there is currently a standard as such, but it is not mandated.

The Council will continue to discuss quality of teaching and potential resources for instructors.

H. **Student Affairs**
Meeting date: 12/2/2019
Guest: Dr. Willie Banks, Vice Chancellor, Student Affairs

The Council was introduced to the new Vice Chancellor of Student Affairs and presented with updates, strategic plan initiatives, and other future goals.

The UCI campus is large and complex, but lacks currently lacks centralization of policies and procedures. A goal is to streamline processes for Student Affairs, which would include a "one card program" for ease of access to services, and improved infrastructure. There is an effort to improve mental health resources. Students are able to meet with a counselor for an acute issue, but a core problem seems to be a lack of coping mechanisms. Food, housing, and transportation scarcity is an issue for the current student population. DACA and non-DACA students are currently experiencing increased anxiety, and these students are often concerned that faculty lack some understanding on the impact this anxiety may have on their studies.

The Council will invite Dr. Banks to provide Student Affairs updates in Fall 2020.

I. Student Health Center

Meeting dates: 12/2/2019
Guest: Dr. Albert Chang, Medical Director, Student Health

The Council was presented with the resources and services provided by the Student Health Center and relevant concerns and issues. The Center provides women's health services, sexual health services, transgender care, dermatology, sports medicine, chiropractic services, and nutrition services. Eating disorders services are well-utilized. Psychiatry services are available, but the Center has had difficulty retaining psychiatrists on staff.

Other services include dental (across the street from the Center), a clinical laboratory, x-rays, and a pharmacy. The Center facility is an older building and has experienced some issues including leaks and ceiling repair. The Center is open late on Tuesdays and open on Saturdays to accommodate students' schedules. There are 15 primary care providers and approximately 7 specialists for students, but the Center also provides urgent care to campus visitors if needed. The Center is accredited by the Accreditation Association for Ambulatory Health Care (AAAHC), and all providers are board-certified. There is an emphasis on patient education, disease prevention, and wellness promotion. There is an aspiration for a satellite site that would provide more after-hours services.

Students can access care via the Student Health Insurance Plan (SHIP), unless the student has waived the campus insurance. If a student has waived SHIP, they are expected to have insurance under another provider. Approximately 65% of students are enrolled in the SHIP plan. It was stated that not all insurance plans may cover expenses accrued at the Center. The SHIP plan goes out to bid every three years, and is currently services by Anthem Blue Cross. The Student Health Insurance Advisory Committee (SHIAC) assists in negotiating the plans.

There is a push for more online services for students' convenience. The facility and staff have outgrown the student population, so there is a need to reassess the services and resources available. However, the Nurse Clinic has been helpful in easing the primary care provider load. The clinic typically stops accepting appointments or walk-ins at 4:30pm or earlier, depending on availability of providers.

The Center collaborates with multiple campus partners including Student Wellness and Health Promotion, Disability Services, and Nursing/Family Medicine. Online scheduling has streamlined the appointments process and improved convenience for students. Graduate students can utilize services at Gottschalk Plaza while undergraduates cannot. However, Gottschalk and the Health Center are on different record-keeping systems, so consistency and communication may sometimes be an issue.

The Center is in direct contact with the Counseling Center and the centers often refer students to one or the other. Center staff speaks at the International Student Orientations. Senate Bill 24, which requires each health care services clinic on a UC or CSU campus to offer abortion by medical techniques, will take effect on Jan. 1, 2023. It was explained that security may be an issue at these clinics, and there may be problems if students experience side effects when the clinics are not open. Students may not be aware of how SHIP compares with other insurance providers, and that better communication could improve their choices. USHIP is currently $631 per quarter and GSHIP is $1,459 per quarter. Summer is not usually covered, but students can extend coverage if needed.

J. Emotional Support Animals in Housing Interim Policy
Meeting date: 12/2/2019
Memo date: 1/7/2020

The Office of Administrative Policies and Procedures invited comments on its interim policy regarding emotional support animals in campus housing.

A member expressed concern regarding a section which described that Emotional Support Animals may not be left in the care of anyone but the Owner. It was stated that this may put an unnecessary financial burden on students who would have to board these animals or provide alternative care. Graduate students in particular, who may travel regularly for conferences and interviews, would be affected by this section of the policy. The policy seemed too detailed and too narrow in its scope, and that more flexibility would better accommodate student needs.

K. Review of Making Agendas and Minutes Public
Meeting date: 12/2/2019
Memo: 12/19/2019

The Council discussed a memo from Senate Chair Steintrager regarding whether to make Council agendas and/or minutes available to the public. The Council voted unanimously in favor of making only meeting agendas available.

L. Canvas
Meeting date: 1/6/2020
Guests: Ray Vadnais, Senior User Experience Architect, Sabrina Gagliano, User Experience Designer, and Erik Kelly, Instructional Technology Support Manager, OIT

The Council was presented with updates on Canvas and the Syllabus Tool.

2019-20 is the last year of the EEE to Canvas transition process. New applications launched this year included EEE+ Rapid Return, EEE+ Classmail and EEE+ Final Evaluations Manager. Key new features in Canvas Gradebook include late policies, post policies, and final grade override. The late policies tool allows the option to automatically reduce grades for late assignments on a per day or per hour basis. The post policies tool allows the option to automatically or manually post grades. The final grade override tool allows the option to specify a grade other than a student's final calculated grade before it is transferred to the Registrar. Management features for Assistants are moving to EEE+ Grand Central. EEE Legacy Class Mail Lists will be replaced by EEE+ ClassMail, which is planned for this Spring. The features should be mostly identical. The EEE Legacy Gradebook will be available to use through Summer 2020, and the data will be available to download through November 2020. The legacy exam return process is being replaced by EEE+ Rapid Return. There is a small pilot in progress this quarter, and the new tool will be the default beginning in February/March 2020. The legacy tool will continue to be available through the end of Winter quarter, and the new tool will be the only option for Spring quarter.

The EEE+ Final Evaluations Manager is the new tool used for official, department-activated teaching evaluations. There is a small pilot currently in progress. This tool will become the only option in Fall 2020. Academic Web Technologies (AWT) will be hosting showcases in February to teach administrators how to use the tool. An informational site is available at: https://sites.uci.edu/evals. Profile photos are not currently available in Canvas. Any issues or questions can be directed to Erik Kelly at erkelly@uci.edu.

In 2018, the OVPTL suggested the development of a new syllabus tool for instructors. The tool was developed in 2018-19 and launched in March 2019. The tool is meant to provide easy access to course syllabi to both enrolled and potential students. A syllabus can be replaced or removed at any time. There is a new "Syllabus Browser" link. EEE Grand Central and Canvas may have different syllabi uploaded to each. It was suggested that instructors upload syllabi to both platforms. It was explained that articulation was important for syllabus access. The more "official" syllabus should be uploaded in Canvas. A syllabus in Canvas can be revised at any time, but instructors were encouraged to minimize changes to avoid confusion for students. New features to the syllabus tool include a redefined workflow, the ability to build in future needs, a data retention policy (7 years), syllabus builder features, and Canvas integration. Members were encouraged to participate in the user testing group.

The Council will continue to discuss COMPASS and the Canvas Transition.

M. DREAM Center, DACA, and Non-DACA Issues
Meeting dates: 1/6/2020
Guest: Angela Chen, Interim Director, DREAM Center

The Council was presented with updates on initiatives and strategy to accommodate DACA and non-DACA students as well as resources through the DREAM Center.

The UCI Dream Center serves approximately 700 undocumented students, 95% of which are undergraduates. The Center also works with mixed families, or families that may have an undocumented spouse or sibling. The Center offers 30-40 workshops per quarter. These workshops include scholarship information, graduate and professional school information, an UndocuArt Collective, DACA, and Scholars in Residence. The Center offers ally training workshops for faculty, staff, and students. These workshops are approximately 6 hours in length.

DACA is a program, not a law. There is a $495 fee for a DACA applications. The Dream Center should be able to cover this fee through its attorney. The attorney offers free advice to UCI students and families. Pathways for research and internships are easier with DACA, as is domestic travel. Current medical programs are requiring DACA. DACA is helpful for registering for standardized tests such as the GRE, MCAT, etc.

DACA does not impact in-state tuition, admissions, or any private, state, or institutional funding. The Dream Project Fellowship (DPF) creates professional development opportunities for students who lack work authorization. Students are able to gain paid professional development experience through this experiential learning fellowship regardless of work authorization.

The Dream Scholars program is a partnership with Student Success Initiatives. It is intended to improve academic performance, build community with other undocumented students, and network with faculty and staff. Participants receive one free textbook per year and free printing access. Participants must be a current undocumented first year student (freshman or transfer) and attend a weekly group seminar. 99% of DACA students are currently in-state residents. The number of years in California schools can affect eligibility for funds.

The Scholars in Residence program seeks to advance the professional development and postgraduate preparation of UCI's undocumented students. The program hosts undocumented graduate students who serve as mentors to undocumented undergraduates. UROP has been able to provide some research funds for DACA students. These funds are given to the student through the department, not the student directly.

DACA and non-DACA students feel stress regarding belonging and sense of humanity. Non-DACA students have additional stress of lacking access to many resources. Systemwide support for the Dream Center is through the end of 2020. The new UC President will most likely re-evaluate the funding process, as will any decisions made on the federal level. There are two themed houses in Arroyo Vista available for undocumented students.

The Council will continue to monitor this issue and request updates as necessary.

N. International Undergraduate Preparation Program (IUPP)
Meeting date: 2/3/2020
Memo date: 2/7/2020

The Council on Teaching, Learning, and Student Experience (CTLSE) reviewed the International Undergraduate Preparation Program (IUPP) on June 3, 2019, and was presented with additional information from the Division of Continuing Education (DCE). The Council submitted a memo to Senate Chair Cohen on June 5, 2019 that included concerns regarding the program's recruitment practices and the process of reserving spaces for IUPP students in Economics courses. Senate Chair Steintrager sent a memo to DCE and Enrollment Management on October 29, 2019 requesting additional information regarding IUPP practices.

The Council reviewed the response from the DCE and Enrollment Management on February 2, 2020 and submitted the following comments: 1) Members expressed discomfort with the practice of using commissioned agents to recruit students for the program, and recommended that the DCE or UCI as a whole should have more insight into and oversight of this process; 2) The Council is keenly interested in the program's functions, specifically whether the recruitment agents offer realistic expectations of the program to prospective students; 2) Members questioned whether there was or would be a long-range plan to diversify the program beyond its current emphasis on students from China.

O. English Proficiency Certification for International Teaching Assistants
Meeting date: 2/3/2020
Memo date: 3/3/2020

After much discussion and feedback from Councils in 2018-19, then Senate Chair Cohen reached the conclusion that it wouldn't be possible to finalize a new policy for English proficiency for international graduate students appointed as Teaching Assistants/Associates. As a result, a task force was convened in Fall 2019 to take up this issue and propose a new policy. The task force included representatives from CEI, CEP, and Graduate Council; student representatives from AGS and ASUCI; and consultants from DUE, Graduate Division, and the Program in Academic English. The task force met three times in fall quarter and proposed a new policy.

Members applauded the proposed policy change that would now test all non-U.S. citizens and no longer waive testing for residents of particular countries. CTLSE members also noted that UC citizenship does not necessarily imply that a person has English proficiency at the standard required to be a successful TA. It is our general opinion that this policy should not be linked to citizenship in any way, but understand that the potential ramifications of not exempting those with US citizenship might prove challenging.

Overall, the Council had no real concerns with the proposed revisions, and would like to encourage all departments to appropriately screen Teaching Assistants/Associates to have English proficiency for the quality teaching of undergraduates.

P. Celebration of Teaching Awards
Meeting date: 2/3/2020

The Council was presented with a proposal to limit how often nominees may receive an award within a timeframe in an effort to recognize more faculty. Specifically, nominees may be limited from receiving an award twice in less than 10 years, and limiting someone from receiving any of the major teaching awards twice in less than 3 years. Such limitations would not apply to the Dean's Honoree awards.

An official policy could save time and energy for nominations and the review process. Since the new process allows for nominations by students as well as colleagues, the likelihood of multiple awards was more likely. The Division of Teaching Excellence and Innovation should continue to notify instructors of nominations even if they do not receive an award, or are not eligible under the newly proposed policy.

The Council will vote on the proposed policy once it is officially submitted in detail to the Council.

Q. Advantages and Disadvantages of Quarters versus Semesters
Meeting date: 3/2/2020

The Council reviewed the advantages and disadvantages of quarters versus semesters.

Members expressed concern regarding the lack of empirical data under review in exploring a quarter system versus a semester system. Members questioned what transition process may be set in place for current students and how to provide minimal disruption for students and faculty.

While a semester system may provide advantages such as an alignment with California community colleges and the California State University system, members believed that the transition to a semester system would not, ultimately, be advantageous to students and faculty. They are concerned that it would lead to increased costs for students and negatively impact time to degree, especially for transfer students.

R. COMPASS
Meeting date: 3/2/2020
Guests: Briandy Walden, Associate Director, Student and Academic Services, Ray Vadnais, Senior User Experience Architect, OIT

The Council were presented with the latest COMPASS updates.

There is a new faculty report on Course Grade Comparison Insights. The report shows how students performed in Course B based upon Course A as measured by course grade. The data range is Fall 2003-present. It is available to all faculty, advisors, and academic administrators. Future features include more comparisons, demographic slicing, and advisor "drilldowns."

The Redesigned Course Demographics Insights report will include condensed information display, clearer Lower-Division Writing Requirement information, and

more aggregated information about students in the class. The COMPASS Initiative provides reports to advisors, faculty, and administrators, data for project-specific researchers to determine best practices for student support, and affiliated partnerships with the Office of Institutional Research and Enrollment Management Analytics.

There is a new Advisor Report for P/NP insights. Instructors can easily see students enrolled with the P/NP option, which is helpful to ensure students are enrolled in major-required courses for a letter grade, not taking the P/NP option while on academic probation, and not exceeding the P/NP cap.

S. Proposed Modifications to Bylaw 138: Council on Teaching, Learning, and Student Experience
Meeting date: 3/2/2020
Memo date: 3/5/2020

The Committee on Rules and Jurisdiction (CRJ) reviewed the proposed modifications to Bylaw 138. Teaching, Learning, and Student Experience, Council on, which were received on January 27, 2020. Per the proposers, the modifications revise the number of members serving on BUSHFA and change an ex-officio member based on a recommendation from the Vice Provost for Teaching and Learning.

Chair Straughn presented on the issue and members approved the proposed revisions unanimously.

T. COVID-19 Status Reports and Student Housing
Meeting date: 4/6/2020
Guest: Tim Trevan, Executive Director, Student Housing

Due to the COVID-19 pandemic, meeting agendas were revised to provide members with the opportunity to discuss relevant updates and issues. Student Housing, in particular, was asked to present on the current situation as well as future plans.

Student Housing implemented a plan called Reduce, Consolidate, Isolate. Undergraduates were consolidated to Middle Earth with no more than one resident per bedroom and no more than four per bathroom. Brandywine was the only dining commons, and provided meals for pick-up only. There were movers to assist students, and the accommodations were similar to their original contracts.

There were 956 residents remaining, which was 85% of the original undergraduate housing population. Approximately 35% of residents remained in the apartments in Campus Village. Approximately 94% of residents in graduate housing remained. Residents in Arroyo Vista were consolidated into fewer buildings and paid a lower rate. Mesa Court was designated as an isolation and quarantine community, and was chosen because it is on the outskirts of campus. Those residing there had support and basic needs met. Facilities used by those in isolation or quarantine were cleaned professionally by a third party after they were vacated.

It was anticipated that all moving would be completed by April 15. It was aforementioned that the State of California may need to use vacated spaces, but that was not necessary. Orange County may need the spaces in the future. At that time, there was one person in isolation who had tested positive for COVID-19. It was anticipated that Housing would be closed for Summer quarter, but that any students who were unable to leave would be accommodated.

All Student-Parent Orientations will be remote. American Campus Communities (ACC) released residents from their contracts upon move-out. Student Housing was attempting to work with the Irvine Company regarding the leases for UTC apartments, but the conversation was ongoing. Any graduate student that needed a deferral would be evaluated by Student Housing.

The Council will ask for updates in the 2020-21 academic year.

U. Graduate Council Recommendation for SSGPDP Students to Serve as Teaching Assistants
Meeting date: 4/6/2020
Memo date: 4/10/2020

The Council reviewed the Graduate Council Recommendation for SSGPDP Students to Serve as Teaching Assistants.

Members agreed that there may be a shortage of qualified doctoral students to serve as Teaching Assistants in some areas, and it may be reasonable to recommend some SSGPDP students to serve as TAs. However, members also agreed that there should be documentation on a case-by-case basis for these circumstances. There should be evidence of due diligence by the department and School that qualified doctoral students were not available.

V. Financial Aid and Scholarships
Meeting date: 5/4/2020
Memo date: 5/28/2020
Guests: Leslie Wolbers, Director, Financial Services, and Rebecca Sanchez, Director, Financial Aid and Scholarships

The Council was presented with information and updates from the Office of Financial Aid and the Office of Financial Services.

Members expressed concern that both offices have legacy systems that are seriously outdated and are unable to interface with one another and allow for adequate communication with students about their accounts. The systems are also heavily paper-dependent which has hindered the transition to remote services. Members recognized that financial aid and billing are two of the largest sources of anxiety for students and efforts to modernize its systems that allow students to interface through mobile devices and other platforms that would greatly improve their access to accounts and experience with the relevant offices.

The Council made the following recommendations: 1) The campus should invest in an updated enterprise system with flexibility across interfaces, batching options, a data warehouse to interpret data, and a method to communicate late fees and funding disbursements; 2) Financial literacy should be a part of Orientation for entering freshman and transfer students as well as programming and services on financial literacy throughout the academic year; 3) Student late fees should be capped to never exceed the original amount owed. At present some small amounts can generate penalties well in access of over 100% of their balance; 4) The council found it extremely disturbing to learn that since, by law, the university is no longer able to withhold official transcripts for unpaid balances, it is forced to send students/alumni into collections in order to recover those amounts (usually fees and penalties). It was suggested that the Senate or APG examine this issue in more detail and to investigate how often they are used, under what circumstances, and to consider alternatives to such drastic measures. Many students are already burdened with significant debt, adding a ruined credit score to the mix only worsens the situation.

W. UC Irvine Athletics

Meeting date: 5/4/2020

Guests: Shauhin Talesh, Faculty Athletic Representative and Professor of Law, Paula Smith, Director, Intercollegiate Athletics, Erica Monteabaro, Senior Associate Director, Student Services Athletics, Alexis McDonald, Assistant Athletic Director, Academic and Student Services, Megan Nicholson, and Evan Singletary, Student Athlete

The Council was presented with the Academic Performance of UCI Student Athletes for 2018-19 and updates from Intercollegiate Athletics.

Shauhin Talesh was introduced as the new Faculty Athletic Representative for Intercollegiate Athletics. NCAA regulations require a faculty representative to oversee academic integrity and the health and well-being of student athletes. Winter Quarter 2020 student athlete GPAs, broken down by men's and women's teams, were presented. The overall female team GPA was 3.33 and the overall male average was 3.17. These were comparable to the overall undergraduate student GPAs.

There are currently 325 student athletes. Of these, 156 athletes are female and 159 are male. Athletics tracks enrollment of student athletes to assure that all students are enrolled in at least 12 units. This is in compliance with NCAA regulations. One hundred eighty-three student athletes qualified as scholar athletes, which requires a GPA of at least 3.0. The graduation success rate for student athletes is currently 87%. The graduation rate for all undergraduate students is currently 86%.

Prior to the COVID-19 pandemic, student athletes were able to participate in a diversity and inclusion forum that was organized by OEOD and the Womxn's Hub. Three representatives from campus discussed diversity and inclusion and held a Q&A session. There was a push for student athletes to participate in community service activities. Approximately 50 hours of services were completed, and Athletics hopes the activities will continue in Fall Quarter. Many student athletes are looking

to engage in their respective alumni groups, particularly to return to campus and give talks on what life may look like after graduation.

There is consultation with senior administration on how to navigate Athletics programs and NCAA regulations during the pandemic. Coaches are in conversation with students weekly or biweekly with NCAA updates. Student Services continues to meet and advise student athletes during this time via Zoom. There are also mental health drop-in sessions. Students are continuing their training and workouts as best as they are able at this time. Students are looking forward to getting back into a more regular schedule and to be able to use campus resources for training. Student Services meets with approximately 65 students via Zoom per week. There are also weekly team calls, so most students are seen once a week. There is an increased emphasis on mental health during this time.

The "image and likeness" issue from the NCAA was discussed. It was stated that there may be an opportunity for changes made with name, image, and likeness for athletes. However, there could be concern when a sponsorship does not seem to align with campus spirit or principles. This would also increase the workload of compliance officers. The NCAA will not allow athletes to access agents. There is a workgroup being formed that will examine the "image and likeness" issue, which takes effect in January 2021, further.

The Council will invite Athletics to a future meeting to provide updates.

X. ASUCI Free Testing Materials Initiative
Meeting date: 6/1/2020
Guests: Peter Trejo, Academic Affairs Vice President, ASUCI

The Council was presented with information regarding the ASUCI Free Testing Materials Initiative. It was requested that CTLSE formally consider endorsing a proposal to strengthen the argument to UCI Administration on the importance and feasibility of the free testing materials initiative.

The Council voted unanimously to endorse the notion that the costs of testing materials, specifically scantrons and bluebooks, should not be the responsibility of the students. As stated in the recent report from the Supplemental Costs Task Group, the ability to take exams should be consider including in the existing tuition and fees paid by students. The university administration should find an equitable way to cover those costs. Members recognized that some Schools and departments may not use these particular testing materials, so funds could be used for other testing material needs.

Y. UCIPD
Meeting date: 6/1/2020
Guest: Elizabeth Griffin, Chief, UCIPD

The Council was presented with updates regarding general police interactions with students and, specifically, policing tactics during protests and an update about the Aldrich Hall incident from Winter Quarter 2020.

The UCIPD is under the Division of Finance and Administration (DFA). Regarding campus protests, University Policy 900-1 (Free Speech at UCI Interim Policy) was referenced. It states that UCI "may reasonably regulate the time, place, and manner of expression to ensure that it does not disrupt the ordinary activities of the university." If a protest is planned, UCIPD puts together an operations order. This order goes to the Chancellor and Risk Management and is approved by the administration. It typically outlines strategies to respond to what may occur during a protest. The operations order is not shared with the protesters due to sensitive and tactical information it may contain.

UCIPD officers participate in mobile field force training and protest training. UCIPD officers also assist other UC's in handling protests. The campus Constructive Engagement Team is consulted for planned protests. This team is responsible for managing the leadership development of students, community safety, and the use of university facilities. UCIPD officers typically take a less visible physical presence unless other actions are deemed necessary.

For the specific Aldrich Hall incident mentioned above, the Constructive Engagement Team assisted in dispersing protesters once the occupants of Aldrich Hall became concerned. The specific incident with a particular person was discussed and members heard details regarding the incident and the current status of the person's situation. UCIPD officer's body-worn camera footage is not released to the public. The department would like to work with the Public Safety Advisory Committee (PSAC) and students to discuss issues. An event with ASUCI was attempted, but the turnout was low. The Council will work to partner with UCIPD regarding campus student experience.

The UCIPD website is http://police.uci.edu. Police training can be viewed at https://police.uci.edu/how-do-i/_img/training-outline.pdf.

The Council will request further information and updates in Fall 2020.

Z. **Division of Career Pathways**
Meeting date: 6/1/2020
Guests: Suzanne Helbig, Associate Vice Provost, Division of Career Pathways (DCP), Michelle Mallen, Assistant Director, Career Education, DCP

The Council was presented with DCP's general services for students, the state of remote services remotely, future goals, and any needs or concerns for resources.

The DCP educates and engages UCI students and alumni to realize their career potential by coordinating with the campus community in the professional development of students, providing students and alumni with tools and support to attain their career goals, and delivering exceptional customer service to the employer community while recognizing individual recruiting needs. The DCP currently provides services that include virtual mini-appointments, professional development workshops via Zoom, virtual career fairs, employer information sessions, and targeted programming for student organizations, classrooms, etc.

Technologies available through DCP include Handshake, VMock, Big Interview, and Imagine PhD. Future goals include continued enhancement of technology, expanding internship and career-related experiences, contributing to the 60-year curriculum, building career communities, enhancing community engagement, and career readiness briefings for faculty. The DCP is attempting to provide improved services to graduating seniors in the current job market uncertainty.

One hundred percent of funding for the Division is generated through in-person career fairs, which resulted in a large loss of revenue this year due to the pandemic. The DCP would like to partner with the Senate to offer seamless services to students and employers. Most internships and offers facilitated through the DCP are still being honored. This year, graduating seniors will have access to DCP services for one year after graduation.

AA. COMPASS and Use of Student Data Update
Meeting date: 6/1/2020
Guests: Briandy Walden, Associate Director, Student and Academic Services, and Ray Vadnais, Senior User Experience Architect, OIT

The Council was presented with a COMPASS update as well as the use of student course feedback data and other LMS data.

The Academic Planning Group (APG) is working to make recommendations on data governance. There is a student data warehouse group that is being built for student data. It is governed by the Data Governance Committee. This Committee will be considered one area of expertise for the student data warehouse. The initial assumption in the use of data in the data warehouse is that access will only be given to people who will be using the data for job-related purposes. It may also be used as a resource for appropriately-approved research.

The OVPTL is the current gatekeeper for student evaluations data, and any requests for appropriate research must be through that office. There have been approximately 20 requests for data from faculty for work being done related to scholarship. A summary of this research will be forwarded to CTLSE. COMPASS updates include advisor reports that give advisors more information about grades, especially for Spring Quarter.

The Academic Progress Report is usually used for probation processing, but has been updated to include letter grade distribution for each student. There will be a new report available for insights on P/NP enrollments so advisors can easily view all of the classes that their students are enrolled in with that option. It can be broken down by school, department, and class type. The EEE legacy system will be used to build out the EEE plus tools to help build out the current student success tools such as Canvas. OIT is looking to share student success tools with other UC campuses and vice versa.

The difference between COMPASS and the student data warehouse is the data warehouse includes graduate and undergraduate data. COMPASS creates reports

and analysis on undergraduates only. Graduate Division already has a system for graduate data. One data proposal to utilize student data came Engineering, and it focused on how to better integrate writing into student areas may be a successful project. However, most of the advantages and impact of COMPASS data have been at the academic advising level.

The Council will ask for further updates in 2020-21.

III. NEW AND CONTINUING BUSINESS FOR AY 2020-2021
A. Educational Continuity and Remote Teaching Issues and Concerns
B. Anti-Racism Efforts on Campus
C. Use of LMS Data by the OVPTL
D. Revisions to Appendix II: Grade Appeals
E. Proposed Modifications to Latin Honors (BUSHFA)
F. eSports
G. Academic Integrity
H. Canvas Transition
I. Celebration of Teaching Awards
J. Student Housing
K. Student Athletes
L. UCI Undocumented Students
M. Graduate Student Initiatives
N. Instructor of Record
O. UCI-UCIPD Community Relations
P. ADA Compliance and Accessibility

IV. COUNCIL MEMBERSHIP
<u>Senate Members (voting)</u>
Ian Straughn, Social Sciences – Chair
Andrea Henderson, Humanities – Vice Chair
Ann Marie Carlton, Physical Sciences
Bernard Choi, Engineering
Vipan Kumar, Medicine (Clinical)
Richard McCleary, Social Ecology
David Mobley, Health Sciences (Pharmaceutical Sciences)
Christine Suetterlin, Biological Sciences
Joel Veenstra, Arts
Patricia Wellmeyer, Business
Di Xu, Education
Yaming Yu, ICS

<u>Ex Officio Members (non-voting)</u>
Michael Dennin, Vice Provost for Teaching and Learning
Gillian Hayes, Vice Provost for Graduate Education
Rameen Talesh, Assistant Vice Chancellor – Student Life & Leadership

<u>Representatives (non-voting)</u>
Michaella Bassig, ASUCI,
Stacy Brinkman, LAUC-I

Reginald Gardner, AGS
Sungmin Park, ASUCI
Amy Shine, AGS
Kyle Dimla, ASUCI
Kellie Bendezu, ASUCI

Consultants (non-voting)
Andrea Aebersold, Director – Center for Teaching Excellence and Innovation
Said Shokair, Director – Undergraduate Research Opportunities Program

Council Analyst
Julie Kennedy