

UNDERGRADUATE COUNCIL ANNUAL REPORT 2011-12

To the Faculty Legislature, Santa Barbara Division:

Executive Summary

Purpose (per Bylaw 80): To set standards for and policy on undergraduate education and to provide advice and consent on all matters of policy, planning, programs and practice that impact the quality and diversity of UCSB's undergraduates and their educational experiences at UCSB.

Issues of General Concern to Faculty:

- The Undergraduate Council has been actively involved in ongoing campus discussions about online instruction. Its Committee on Undergraduate Academic Programs and Policy granted approval for 5 online courses to be offered once each, with the understanding that assessment data must accompany any requests for further approval. Four of these courses were offered in Summer 2012, and one is being offered this Fall.
- UgC's ad hoc Committee on Learning Outcomes and Assessment reviewed the programmatic learning outcomes and assessment plans of the first 18 departments to submit them. Materials that were determined to have met established criteria were recommended for approval by the full Council.
- UgC's Committee on Admissions, Enrollment, and Relations with Schools conducted a thorough study of the likely impacts of the *Proposal for Major-Based Transfer Admission to UC* and assisted the Board of Admissions and Relations with Schools in making several constructive revisions to its proposal.

UgC and its five committees held a total of 57 regularly scheduled 90-minute meetings during the 2011-12 academic year and consulted with faculty executive committees, academic deans, and other campus administrators on numerous issues.

Local Business

Academic Program Reviews

In cooperation with the Program Review Panel, UgC participated in the academic program reviews of the following departments:

1. Anthropology
2. Environmental Studies
3. Film and Media Studies
4. Sociology

UgC responded to requests from the Executive Vice Chancellor's regarding membership on the Program Review Panel and departments to be reviewed during the 2013-14 program review cycle.

Academic Proposals

UgC granted preliminary approval and presented the following items to the Faculty Legislature for final approval:

1. discontinuation of the BS in Physics;
2. revision of the general education requirements in the College of Engineering.

After granting preliminary approvals, UgC and the Graduate Council jointly presented proposals for the following actions to the Faculty Legislature for final approval:

1. establishment of a five year combined program resulting in a BS in Actuarial Science and an MS in Actuarial Science;
2. establishment of a five-year combined program resulting in a BS in Pharmacology and an MA in Molecular, Cellular, Developmental Biology with an Emphasis in Pharmacology and Biotechnology.

UgC granted final approval for the following actions:

1. establishment of a Minor in Theater;
2. establishment of a Minor in Theater Design and Production;
3. name change of the Minor in Geological Science to Minor in Earth Science;
4. establishment of a time to degree policy for undergraduates in the College of Engineering;
5. suspension of admission to the BA in Computer Science;
6. discontinuation of the Computer Science Pre-Major;
7. revision of requirements for entry to the Psychology and Biopsychology Majors;
8. revision of requirements for completion of the following majors – Physics, Evolution and Ecology, Chinese, Japanese Studies, and Earth Science;
9. restructuring of lower-division mathematics course offerings;
10. establishment of priority registration for UCSB's former foster youth population.

WASC Reaccreditation

UgC representatives participated in discussions related to UCSB's ongoing review by the Western Association of Colleges and Schools. In conjunction with this review, a team of faculty has been charged with articulating learning outcomes for the General Education Program. UgC endorsed the group's proposed plans for carrying out this work. The Council will review and comment on the results in Fall 2012.

Representation on Campus Committees

UgC was represented on the Campus Planning Committee, the Enrollment Planning Committee, and the General Catalog Committee.

A member of UgC also served on the team that has been overseeing the phased implementation of online delivery of ESCI evaluations.

Impacted Majors

At the request of several members, UgC revisited the study of problems associated with impacted majors that was conducted by the Council in 2007. UgC did not implement any measures to address this issue at that time, but did report on its efforts to the Senate Chair. Current members agreed that this should continue to be a topic of discussion for UgC in the coming year.

Systemwide Business

As UCSB's representative on the University Committee on Educational Policy (UCEP), Tania Israel regularly reported to and consulted with the Council regarding issues under discussion by UCEP.

Charles Akemann served on the Board of Admissions and Relations with Schools (BOARS) and reported to both UgC and its Committee on Admissions, Enrollment, and Relations with Schools (CAERS). He sought input from CAERS in relation to several BOARS matters.

Brice Erickson represented UCSB on the University Committee on Preparatory Education (UCOPE) and reported to the Council as appropriate.

Along with other Senate councils and committees, UgC reviewed and responded to the following proposals on which the Academic Council sought formal input from Divisional Senates.

1. *Proposed amendments to Senate Regulation 610* (which governs student residency)
While some members supported a redefinition of the term *residency* to accommodate online courses, others preferred that the current, more literal interpretation be preserved.
2. *Proposed New Policy APM 668 – Negotiated Salary Program*
UgC identified several negative impacts the program would have on undergraduate education and unanimously opposed the policy.
3. *BOARS' Proposal for a Major-Based Transfer Admission to the University of California*
During a first-round, targeted review, CAERS provided thorough and well founded feedback as to why it would be difficult and inadvisable to implement certain aspects of this proposal at UCSB, and UgC unanimously endorsed this response. CAERS consulted with relevant campus parties and met with BOARS Chair Bill Jacob to discuss the committee's major concerns. Finding that they were still not addressed in the revised proposal that was circulated for Divisional review, CAERS and UgC reiterated these concerns, and some revisions were ultimately made to the final version of the proposal based on this input.
4. *UC Online Education and Senate Administrative Policies – Implementation Plan and Discussion Document*
UgC was asked to conduct an informal review of this document. Members expressed concerns about the compressed timeline suggested for resolving potentially controversial matters. Questions were raised about the incentives for offering online courses, both for the faculty who teach them and for their home departments. These and other concerns were raised when the representatives of the UC Online Education Program visited UCSB in May. A clearer perspective of how the program will operate was provided during the meeting, but several questions were raised by attendees for which answers were not yet available.

STANDING COMMITTEE REPORTS

Committee on Admissions, Enrollment, and Relations with Schools (CAERS) – Chaired by Hilary Bernstein (Fall and Winter) and Charles Akemann (Spring)

In consultation with Admissions and Office of Institutional Research staff, CAERS regularly monitors UCSB's efforts to admit, recruit, and enroll an excellent and diverse undergraduate student body. A

major portion of CAERS' efforts were focused on the BOARS transfer admissions proposal discussed above. The committee investigated the success levels of transfer students at UCSB and the extent to which they complete the majors they declare when applying for admission. CAERS consulted with representatives from the UCSB departments that have been granted approval to use major-specific pre-screening criteria for the admission of transfer students. CAERS also consulted with the Dean of Undergraduate Studies and the Assistant Dean for Advising in the College of Letters and Science (L&S) regarding the challenges involved in addressing the needs of students who transfer to UCSB with insufficient preparation to complete their chosen degree program within the time allotted.

CAERS reviewed the methods used by Admissions staff to admit non-resident applicants for the 2011-12 academic year and found that the process was both appropriate and effective. Along with the Committee on Planning and Budget, CAERS considered a plan to establish a Global Scholarship Program at UCSB. The program was piloted in conjunction with spring 2012 recruitment efforts and will be revisited by CAERS prior to further implementation. Of the 100 top international students who were offered scholarships, only two opted to enroll at UCSB this fall.

CAERS was asked to revisit an earlier request to discontinue the practice of considering unsuccessful applicants to the College of Engineering (COE) for admission to L&S. After a long and careful discussion of the issues involved, CAERS had previously voted to continue the practice. That decision was accompanied by an agreement that students in this pool would receive a letter informing them of the difficulty of transferring from L&S to a COE major and the very low number of students who succeed in doing this. Following a renewed discussion of this topic, CAERS members voted to uphold the earlier decision and allow more time for this new advising to take effect. The committee also recommended that the text of the letter be revised to more convincingly convey the unlikelihood of transferring from L&S to COE.

Committee on Undergraduate Academic Programs and Policy (CUAPP) – Chaired by Peter Cappello

CUAPP conducted thorough preliminary reviews and made recommendations to UgC regarding all of the academic proposals that were acted on by the full Council. As the committee that is delegated final approval authority for all undergraduate course requests, CUAPP members collectively act on hundreds of requests for establishment, discontinuation, or modification of courses. CUAPP also responded to the following requests as part of its regular workload:

1. 23 General Education proposals
2. 181 associate instructor appointment proposals (compared to 194 in 2009-10)
3. 6 final exam time change requests
4. 11 Extension course proposals
5. 20 Extension instructor proposals

During the past year CUAPP played a key role in addressing matters related to the submission, review, and approval of online course requests. In consultation with the L&S Faculty Executive Committee (FEC) and relevant campus administrators, CUAPP and UgC are in the process of developing an up to date set of guidelines for the review of online courses. CUAPP has also been collaborating with the L&S FEC on a set of guidelines pertaining to the use of satellite classrooms for overflow enrollment.

Committee on Undergraduate Student Affairs (CUSA) – Chaired by Brice Erickson

Early in Fall 2011 CUSA heard presentations by a select group of staff from the Division of Student Affairs regarding matters of concern within UCSB's undergraduate student population. The committee consulted separately with Willy Brown, Executive Director of Housing and Residential Services.

CUSA responded to appeals from two student athletes who failed to meet the GPA required for eligibility to compete in intercollegiate athletic events. The committee continued its earlier efforts to finalize a set of *Guidelines for Responding to Appeals from Student Athletes* which is intended to replace the outdated policy document that is currently on file. The proposed guidelines will be presented to the Undergraduate Council for final approval this fall.

CUSA selected the recipients of the *Chancellor's Award for Excellence in Undergraduate Research* and the *Fiona Goodchild Award for Excellence as a Graduate Student Mentor of Undergraduate Research*.

The committee has plans to consult with the Director of the Disabled Students Program this fall regarding concerns that have been raised about the disadvantages imposed on disabled students when iClickers are used in the classroom.

The committee has solicited input from the Student Affairs Division as to how it can best fulfill its role and is committed to maintaining an open avenue for receiving input from students, staff, and faculty. The committee also sees the importance of having a well-informed body of faculty available to address any significant matters that arise in this important area of the Council's purview. However, it has been observed over the past several years that there are relatively few undergraduate student affairs issues that require action or written response on the part of CUSA. Hence, the services of the UgC members who are assigned to serve on CUSA have been underutilized in comparison to those of members who serve on the Council's other standing committees. Members who serve on CUSA are therefore also assigned to serve on UgC's Committee on Learning Outcomes and Assessment.

Committee on Learning Outcomes and Assessment (CLOA) – Chaired by Brice Erickson

CLOA was formed on an ad hoc basis to develop standards and make recommendations to UgC regarding approval of the learning outcomes and assessment plans that are currently being developed for all undergraduate academic programs. The Executive Vice Chancellor appointed two faculty members to work with departments while preparing documents for submission to CLOA. CLOA reviewed the learning outcomes and assessment plans of 18 departments. Materials that were determined to have met established criteria were recommended for approval by the full Council. In cases where the materials submitted did not meet established criteria, CLOA forwarded comments and suggestions to one of the coordinators with the intention that she would continue working with the respective departments.

In accord with decisions made by the WASC Steering Committee, a new campus entity is being formed to review assessments plans and oversee assessment activities for all campus departments. CLOA has therefore been renamed as the Committee on Learning Outcomes (CLO), and its charge has been amended to consist of reviewing and making recommendations on learning outcomes only. However, the new assessment group will consult with members of CLO regarding the assessment work that has been completed thus far. Once learning outcomes have been approved for all undergraduate programs, the committee will most likely be phased out. At that time, UgC will continue to address matters related to learning outcomes and assessment within the context of academic program reviews, when reviewing proposals for new programs, and when asked to approve curricular changes to existing programs.

Ad Hoc Committee on Online Instruction (COI) – Chaired by David Lea

Numerous issues regarding online instruction came to the attention of the UgC during the year, each one generating lengthy discussion that reflected the range and fervor of views that UgC members held on the topic. In an effort to inform discussions and policy decisions with current research and discourse on online instructions, UgC formed an ad hoc committee. The Ad Hoc Committee on Online

Instruction consulted with campus faculty, staff, and students who had expertise and experience with online instruction. The committee's efforts led to a presentation to the entire UgC and the initiation of a collaborative planning process to offer a campus-wide forum on online instruction in the fall of 2012.

Undergraduate Council Members:

Charles Akemann

Ted Bennett

Hilary Bernstein (Fall and Winter)

Peter Cappello

Jordan Clark

Andrew Cleland

Brice Erickson

Jan Frodesen

Sathya Guruswamy

David Lea

Harold Marcuse

Daniel Montello

Andrew Norris

Hyung I. Pai

Susannah Porter

Vickie Scott

David White

Robert Williams

Charles Wolfe

Tania Israel, Chair

Unit 18 Representative: Madeleine Sorapure

Associated Students Representative: Amanda Berry

Graduate Student Association Representative: Tiesha Tallman

Analyst: Debra Blake