

TO: Dylan Rodriguez, Chair  
Riverside Division

FR: Kurt Schwabe, Chair  
Executive Committee, School of Public Policy

RE: Re: [Campus Review] Change to Campus Guidelines: Proposed Changes to  
Guidelines for Remote Learning Courses

Date: October 30, 2017

---

The Executive Committee of the School of Public Policy has reviewed the suggested changes to campus guidelines for remote learning courses. We support the suggested changes and commend the two committees – Committee on Courses and the Committee on Educational Policy – on their superb efforts to move this forward. We do have some minor suggestions/edits for consideration that we feel may improve clarity and/or remove some ambiguities.

- Page 3. Suggest consideration to change “A course...if 35 to 65% of the lectures for the course are offered online,” to perhaps “A course...if more than 1/3<sup>rd</sup> and less than 2/3<sup>rd</sup>s of the lectures for the course are offered online.” Given we often discuss units for courses in factors of 3 (e.g., 3 hours of lectures, one unit for 3 hours per work per week per term), it may be easier to consider 1/3<sup>rd</sup> and 2/3<sup>rd</sup> rather than 35 and 65%.
- Page 3; last sentence. Must ensure that all syllabi are easily accessible.
- Page 4, sentence that read, “...is to provide access to more qualified students;...”. Seems a bit ambiguous. Perhaps rewrite as, “...to more students who are UC qualified.”
- Page 4; discussion of any substantial modification of delivery or evaluation methods. It’s unclear whether software type is included in this and whether it should be included.
- Page 4; discussion of responsibility of department/program to ensure external agency will accept the RL courses. Is this to be accomplished prior to submitting the proposal to the Committee on Courses? It isn’t clear here, but it should be made explicitly clear.
- Page 6; discussion of teaching assistants. We question whether the requirement that a “TA must alternate serving in an RL course with serving in two regular offerings except in cases where the TA requests to be assigned to RL courses more frequently” is necessary as it seems to constrain departmental operations in TA assignments unnecessarily.