To be received and placed on file:

The Committee on Educational Policy (CEP) will have had a total of ten meetings by the end of this academic year. All members of the committee and the chair also attended several meetings associated with undergraduate program reviews. Much of the committee’s work, such as the careful study of long and complex documents, is completed outside of these meetings and through e-mail. Committee members, at the request of the administration or Chair of the Division, attend additional meetings and serve on other committees.

A primary responsibility of CEP is undergraduate program reviews. During AY 2013-2014, one CEP subcommittee was established to conduct an external undergraduate program review for Business Administration, and two subcommittees were established to conduct internal reviews of Chemical and Environmental Engineering, and Computer Science and Computer Engineering utilizing the ABET accreditation report in place of an external panel. The external review for Business Administration took place on April 10-11, 2014. The Vice Chair of CEP held an action/implementation meeting with the Vice Provost for Undergraduate Education, Dean of CNAS and the Department Chair of Physics and Astronomy, and as a result of this meeting, an action plan with a timeline based on CEP’s Findings and Recommendations is being developed. Compliance reports from previous reviews for Sociology and Mechanical Engineering were accepted, closing those reviews.

The undergraduate programs in Art, Biology and Liberal Studies were previously scheduled for review during AY 2014-2015 with Bioengineering scheduled as an internal review using ABET; however, this decision was reevaluated based on a concern that most of the unreviewed programs are in CHASS, and some of these programs have large enrollments or are interdepartmental programs without the oversight of a Department Chair. After careful consideration and consultation with the CHASS Associate Dean, CEP postponed the reviews of Art and Biology and decided to review Anthropology and Philosophy along with Liberal Studies and Bioengineering during AY 2014-2015. CEP may decide to review a second program from BCOE using ABET if this year’s internal review process demonstrates that the workload associated with two internal reviews is manageable by one subcommittee.

Senate Analyst Beth Beatty and Senate Executive Director Cynthia Palmer worked with CEP to revise, streamline and clarify the Undergraduate Program Review process and to more closely align these procedures with Graduate Reviews. One feature of the new procedures is to host a retreat giving an overview of the process for the programs that will be reviewed the following year. The three programs that will undergo external reviews in AY 2014-2015 participated in this retreat on April 30, 2014. Hopefully, the new procedures will allow CEP to speed up the review cycle and increase capacity. However, even with the revisions, the rate of review does not allow CEP to meet its mandated 7-year review cycle for all 47 undergraduate programs. It will remain a challenge for future committees to identify a solution to this problem.

The following is a list of open undergraduate program reviews that CEP is working to close:

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<tr>
<th>AY Review Conducted:</th>
<th>Program Reviewed:</th>
<th>Current step:</th>
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2009-2010  | Creative Writing | Compliance to Action Implementation Report due from program
2010-2011  | Earth Science   | Action Implementation Plan to be sent from CEP
2010-2011  | English         | Compliance to Action Implementation Report due from program
2011-2012  | Media and Cultural Studies | Final Findings and Recommendations Report to be sent from CEP
2012-2013  | Physics and Astronomy | Compliance Report to Action Implementation Plan due from program in Winter Quarter 2015
2012-2013  | Political Science | Action Implementation Plan Meeting scheduled
2012-2013  | Theatre         | Action Implementation Plan Meeting scheduled
2013-2014  | Business Administration | Program to submit correction of fact response to External Review Report
2013-2014  | Chemical & Environmental Engineering (Internal) | Preliminary Findings and Recommendations Report to be sent to program from CEP
2013-2014  | Computer Science & Engineering (internal) | Preliminary Findings and Recommendations Report to be sent to program from CEP

Another important function of CEP is to review and comment on all issues relevant to undergraduate education and occasionally on issues with a more general nature. When warranted, these discussions result in new regulations and policies. Topics discussed and/or acted upon by the committee in consultation with other senate committees and/or the Administration throughout the year have included:

- Reviewed and approved the proposed UCR Faculty Prestigious Honors and Awards Survey submitted to CEP for review from the Senate Chair.

- Reviewed and approved a change to the Admission by exception policy. Applicants who do not qualify for admissions using the standard criteria can become eligible with support from a faculty member, staff member or a department. These cases are evaluated by a special review committee. The proposed change added members to the committee and formalized the process by which members are appointed.

- Reviewed senate oversight of the summer session, and worked with the administration to develop a proposal that replaces the existing Summer Session Steering Committee with two new committees: an Academic Steering Committee to provide guidance on curriculum and an Administrative Steering Committee to manage resource and logistical issues. Both of these committees have Administrative and senate representation. Included in the proposal for each committee are the charge, membership and appointment process. After the proposal was approved by CEP, it was sent to the Senate Chair for further review.

- Reviewed and approved UC Riverside Washington DC Academic Internship Program’s (UCDC) proposal for course harmonization. The purpose of this proposal is to establish a coherent and consistent UCDC curriculum for students on all campuses. The committee also approved the UCDC course approval process, which mandates course review by all College Executive Committees in a process similar to what is used by the Honor’s program.

- Reviewed and submitted feedback to the Senate Chair on the proposed changes to APM 600.
Reviewed and approved a revised proposal for RCourses from the Office of Undergraduate Education, which allows students to create and teach their own courses under faculty supervision. The cycle for course solicitation, selection, student instructor training and course delivery is a single academic year, and to accommodate this shortened timeline the normal senate review process is replaced with a single review by a Governing Board with senate representation. The Chair of the Division asked CEP to prepare a formal proposal for this program to be submitted for a full senate review.

CEP’s membership bylaw had required an appointment from each college and school; however, Committee on Committees sometimes had difficulty fulfilling this requirement. CEP submitted a change to this bylaw dropping this requirement, yet stating that every attempt will be made to include complete representation. The proposed change was amended and approved at the Division meeting to only drop the requirement for membership from the professional schools.

Reviewed, revised and approved the Student Classroom and Course-Related Behavior policy. The approved policy was sent to the Senate Chair for campus review.

As mandated by the approved proposal during the program’s forth year, CEP established criterion for reviewing the Writing Across the Curriculum Program and initiated the review with the formation of a subcommittee. The review is expected to be completed this academic year.

Reviewed the UCR Libraries’ Strategic Plan and submitted feedback to the Senate Chair. Several senate committees expressed concern about the plan, and Executive Council decided to establish a special committee tasked with developing a better plan with representation from several standing committees, including CEP. A volunteer from CEP was appointed to sit on this committee.

Consulted with Campus Counsel on cases where students with enough credits to graduate continue to enroll in impacted classes, excluding other students who still need these courses to graduate. This problem is part of a bigger issue regarding impacted courses. CEP decided the broader issue warrants a more extensive review at a later time.

Reviewed and discussed the Graduation Rate Task Force Report.

Drafted a local version of SR 760, which specifically defines how unit values are determined from course workload. This was in response to a request by WASC that accredited institutions provide a reasonable and transparent formula describing how credit is awarded. The system-
wide regulation provides a broad description, and each division was asked to develop its own specific policy.

- Reviewed the proposed changes to Riverside Division Bylaw 8.1.1, which prohibits administrators from serving as chairs of divisional committees or as representatives on system-wide committees. The committee approved the change with the recommendation that the term “administrative position” be defined better.

- Reviewed the five proposed changes to the Compendium, which is a document developed by the Academic Planning Council. The Compendium formalizes system-wide review processes to establish, transfer, consolidate and discontinue academic programs, schools, colleges and research units. This was a complex document, which lacked justification and detail on the role of UCOP in the review process, making our evaluation difficult. CEP supported the changes, but strongly urged including a justification in the future.

- At the request of UCEP, CEP reviewed and commented on LEAP rubrics and learning outcomes. This document, which came from the Association of American Colleges and Universities, describes general learning outcomes that would be primarily implemented in breadth classes. While the committee felt the document provided a useful framework for helping the campus think broadly about its curriculum, much of this was already incorporated in program learning outcomes, and CEP saw no compelling reason to officially adopt this as policy.

- Reviewed a proposed change to UCR’s student evaluation form regarding academic dishonesty. While some members felt academic dishonesty was an important issue, it was not clear how student opinion would be used to address the problem. CEP recommended a special committee be apportioned to examine academic dishonesty, and if this is an issue, propose ways of addressing it, which may include utilization of student evaluations.

CEP also took up a number of matters related to majors, minors and other programs. Matters of this nature that were discussed, approved and forwarded to the Division as of this date include the following:

**Approved Curriculum Changes**

- BA in Art Major
- BA in Art History Major
- BA in Asian Studies
- BA in Economics/Administrative Studies Major
- BA in Languages & Literatures/Germanic Studies Major
- BA in Liberal Studies Major
- BA in Women’s Studies Major
- BS in Bioengineering Major
- BS in Business Administration
- BS in Computer Science Major
- BS in Electrical Engineering Major
- BA & BS in Environmental Sciences Major
- BA & BS in Mathematics Major
- BA & BS in Microbiology Major
- BA & BS in Physics Major
Curriculum Changes to UC Riverside Washington Academic Internship Program

Minor in Business Administration
Minor in Computer Science
Minor in Education
Minor in Languages and Literatures/Arabic
Minor in Languages and Literatures/Chinese
Minor in Languages and Literatures/Classical Studies
Minor in Languages and Literatures/French
Minor in Languages and Literatures/Germanic Studies
Minor in Languages and Literatures/Italian Studies
Minor in Languages and Literatures/Japanese
Minor in Languages and Literatures/Korean
Minor in Languages and Literatures/Russian Studies
Minor in Languages and Literatures/Southeast Asian Studies
Minor in Lesbian, Gay, Bisexual, Intersex, and Transgender Studies

This year, the Division was well represented on UCEP by Mark Springer, who kept CEP and the Division informed about various items and system-wide developments of interest to the committee. Our members are to be commended for their close attention to a broad spectrum of matters concerning educational policy and undergraduate education and their genuine concern for student welfare. Finally, the members of CEP want to express their appreciation for the assistance provided by Beth Beatty, the Committee Analyst. Without her support, our work would be impossible.

Ward Beyermann, Chair
David Fairris, Vice Chair
Mark Springer, Representative to UCEP
Ken Baerenklau
Denver Graninger
Michael Haselhuhn
Yingbo Hua
Margherita Long
Jiri Simunek
Tom Stahovich
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