The Committee on Educational Policy (CEP) held 8 meetings this academic year. Committee members 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 if needed in between meetings. The Chair attended meetings of Executive Council and provided updates to the Committee at each meeting from issues discussed at the local level. Committee members, at the request of the administration or Chair of the Division, attended additional meetings and served on other ad hoc committees including the Assessment Advisory Committee, R’Courses Governing Board, and the Summer Session Administration and Academic Oversight Committees.

This year, the Division was well represented on the University Committee on Educational Policy (UCEP) by Tom Stahovich, who kept CEP and the Division informed about various items and System-wide developments of interest to the Committee.

A primary responsibility of CEP is undergraduate program reviews. During the academic year, two CEP subcommittees were established to conduct external undergraduate program reviews of Anthropology and Philosophy, and one subcommittee was established to conduct the internal review of Bioengineering utilizing the ABET accreditation report in place of an external panel. The external review for Anthropology took place on April 9 and 10, 2015 while the external review for Philosophy was held on April 16 and 17, 2015. The Chair of CEP organized and attended action/implementation meetings with the Vice Provost for Undergraduate Education (VPUE), College Deans, and the Department Chairs for the reviews conducted in previous academic years for Media and Cultural Studies, Political Science, Theatre, Chemical and Environmental Engineering, Computer Science, Computer Engineering, Business Administration, and the Writing Across the Curriculum (WAC) program. As a result of these meetings, action implementation plans with a timeline based on CEP’s Findings and Recommendations were developed for each program except for Chemical and Environmental Engineering, Computer Science, and Computer Engineering as CEP was satisfied with their responses to the Final Findings and Recommendations report in the Action Implementation meeting and voted to close the reviews. CEP received satisfactory compliance reports to the action implementation plan from Physics & Astronomy, Political Science, and Theatre and voted to close the reviews. A compliance report was received was from Business Administration and the Committee voted to request an additional follow up report in Fall 2015 from the program to address their ongoing approach to issues identified in the action implementation plan. As a compliance report was not received from Media and Cultural Studies the Committee voted to close the review and note that the review was unsatisfactory as not all of the required reports were submitted. The Committee will conduct an external review of Dance and Economics and internal reviews of Electrical and Computer Engineering and Materials Science and Engineering next academic year. A retreat was held for the programs undergoing an external review on March 6, 2015 to help the programs prepare for their upcoming reviews.

CEP continued to revise, streamline and clarify the undergraduate program review process and to more closely align the procedures with graduate reviews. One feature of the approved revised procedures is a revised process to select the external review team, which no longer involves the vetting of potential reviewers by department chairs of other UC campuses. The new procedures will allow CEP to speed up the review cycle and confirm the external review team and review date over the summer. The Committee also approved proposed changes to limit the role of the VPUE in the review process, however the
Committee did opine that the VPUE should still be involved in the initial meeting of the review with the CEP subcommittee and at the exit interview that concludes the review. In addition, the Committee approved adding a mechanism to the procedures that requests a response from senior administration if there are findings and recommendations that fall under their purview.

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

<table>
<thead>
<tr>
<th>AY Review was Conducted:</th>
<th>Program Reviewed:</th>
<th>Current step:</th>
</tr>
</thead>
<tbody>
<tr>
<td>2013-2014</td>
<td>Business Administration</td>
<td>Program to submit follow up compliance report to action implementation plan by November 2, 2015.</td>
</tr>
<tr>
<td>2014-2015</td>
<td>Anthropology</td>
<td>CEP to approve Final Findings and Recommendations Report at October 2, 2015 meeting.</td>
</tr>
<tr>
<td>2014-2015</td>
<td>Bioengineering (Internal)</td>
<td>CEP to approve Final Findings and Recommendations Report at October 2, 2015 meeting.</td>
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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 proposals for the following endowed chairs: Campbell President Chair for Innovation in Science Education, Endowed Deans’ Chair in SoM, Logistics Team Presidential Chair in Supply Chain Management, Maimonides Endowed Chair in Jewish Studies, Wilbur Mayhew Endowed Chair in Geo-Ecology, A. Gary Anderson Family Foundation Presidential Chair in Business Administration, Marlon & Rosemary Bourne Presidential Chair in Engineering, Ted and Jo Dutton Endowed Presidential Chair for Educational Policy and Politics, Urban Entomology Endowed Presidential Chair, and Givaudan Citrus Variety Collection Endowed Chair. The Committee voted unanimously to approve all of the proposals as they did not anticipate any negative impacts on Undergraduate Education as a result of the proposals.

- Reviewed the UCEP Guidelines for Systemwide Courses and voted not to support the guidelines due to several concerns. The Committee questioned whether the guidelines imply that campus quality standards are not high enough as they state that courses approved at the local level “may not meet Systemwide standards for Educational Quality” and noted several other minor issues that may have resulted from unclear language in the guidelines. The Committee’s representative to UCEP was tasked with addressing these concerns at UCEP.

- Reviewed Executive Council’s recommendations to make the proposal for an R’Courses pilot program a permanent program at UCR. Executive Council recommended that R’Courses be offered every quarter of the academic year rather than just the spring quarter and that the Committee on Committees appoint faculty members to the Governing Board. The Committee unanimously supported these recommendation and revised the proposal to include the changes.

- Reviewed Executive Council’s recommendations to the proposal for a Summer Session Oversight submitted by the Committee in academic year 2013-2014. The Committee declined to revise the
proposal to include Executive Council’s recommendation that a mechanism be included to ensure regular meetings of the oversight committees as often the committees will meet on an as needed basis. CEP did edit the proposal to include Executive Council’s recommendation to establish a bridge between the academic and administrative committees by including the CEP representative who serves as co-chair of the academic committee on the administrative committee.

- Discussed the VPUE’s evaluation of student evaluations and opined that a representative from CEP and the Senate should be involved in the process.

- Reviewed the Senate Chair’s response to the CEP approved draft a local version of SR 760. The Chair asked the Committee to clarify the statement in the draft regarding contact hours for online courses, which translated that students do not have contact hours with instructors. The Committee voted unanimously to remove the sentence causing confusion from the draft and resubmitted the document to the Senate Chair. The Senate Chair submitted a revised draft version of SR 760 for the Committee’s review and commented that the addition of a requirement for “student instructor contact time” is too vague and proposed that the inclusion of examples be included for acceptable student contact time. The Committee also commented that the inclusion of “outside of classroom” implies physical proximity and preclude remote technologies and recommended that these phrases be removed. CEP submitted their edits to the draft to the Senate Chair.

- Reviewed the proposed revision to UCR Appendix 3A, which increased the number of enrolled units to 15 and specified that 12 or more of the 15 units must be graded with a GPA of 3.5 or higher to place on the Dean’s Honor List. CEP commented that the proposed new language to the appendix was ambiguous and could be interpreted that a student might take 15 graded units and among which they could choose 12 units with a higher GPA. The Committee unanimously voted to support the proposed change with the recommendation that a comma be included after the word graded in the proposed new language to resolve the noted ambiguities.

- Discussed the issue of converting the VPUE’s office into an academic unit with a Dean in place of the Vice Provost. The Committee opined that the conversion would be beneficial to UCR as the office currently oversees academic programs and with the conversion the unit would be able to offer classes and instruction directly, similar to the Graduate Division. The Chair reported the Committee’s sentiments to Executive Council.

- Reviewed the student proposal for a Gender Studies Breadth Requirement and opined to the Senate Chair that the proposal merits further review by the Senate. The Committee overwhelmingly supported the addition of the breadth requirement but recommended that an ad hoc Senate Committee be tasked with examining issues identified by the Committee for implementing the breadth requirement including the articulation of the purpose of the requirement, the examination and edit of the list of proposed courses, and determination of how to avoid the injection of advocacy into the curriculum.

- Continued discussions from last academic year on the issue of a need for a policy to document how long instructors should retain final exams. The Committee opined that a set of guidelines should be set forth documenting how long instructors should retain all course materials including exams. The Committee unanimously voted to approve a set of guidelines with non-prescriptive language that recommended the retention of all course materials for at least 6 weeks after the end of a course.
• Continued discussions from last academic year on the issue of priority enrollment at UCR and recommend that administrators be contacted to further research the complicated issue. Committee Vice Chair David Fairris and member Margherita Long met with the Registrar and Campus Counsel to discuss the issue further and obtain data to document how many students are affected by priority enrollment. The Registrar’s office was unable to determine how many students were affected by the issue, but will be able to do so with the implementation of the new student operating system in spring 2016. The Campus Counsel recommended that the Committee consider drafting a policy that would give students who have met the graduation requirements for 180 units including breadth and major requirements, a lower priority for registration the quarter after a degree audit is run to confirm the status. The Committee opined concern that this policy would disadvantage students pursuing minors or dual majors and invited the Committee on Courses Chair to attend the Committee’s June 3, 2015 meeting to discuss the issue from with perspective from the Committee on Courses. The Committee opined that more data needs to be reviewed before a policy is formally drafted.

• Reviewed the Senate Doctoral Student Support proposals and recommendations and considered the potential implications of the proposal for undergraduate education. While CEP generally opined support for efforts to improve the System’s graduate education and research enterprises, several specific concerns were noted by members. The Committee noted that pursuing goals for nonresidential supplemental tuition and net stipend competitiveness and multi-year support may create risks for undergraduate concern such as the potential sacrifice of resources for undergraduate education to achieve graduate funding goals and the negative impact on Teaching Assistanships to meet the needs of the growing undergraduate student body. The Committee also noted concerns regarding the potential negative impact the proposal may have on diversity and professional development at UCR.

• Reviewed the Provost’s proposal to pursue a reorganization of CHASS and CNAS into an arts and sciences college. CEP opined little support for the proposal with the majority of members voting to oppose the proposal. Members in favor expressed support for the philosophical argument regarding the benefits of locating the core of the educational enterprise in a single college and those opposing the proposal stated that the proposal would not address the existing problems in CNAS, lacked sufficient justification, and questioned why less disruptive solutions to issues of concern were not being addressed.

• Reviewed the proposed CNAS teaching policy. CEP members expressed many negative concerns about the policy and also felt that they were asked to opine on an issue that complete information was not provided for. The Committee declined to comment on the proposal and instead requested that the following information be provided for context: what authority a Dean has to enact teaching load policy, the motivation and justification for developing the policy, and the methodology for calculating teaching loads in the proposed policy.

• Discussed the expiration of the pilot program for general education requirements that is included in Senate Regulation 6.13. The Chair surveyed the Colleges and Registrar and noted that the program had a little student participation with no current participants. The Committee unanimously voted to discontinue the pilot program with a proposed regulation change to remove the program from R6.13.

• Discussed the issue of learning outcomes assessment for general education curriculum that is required by UCR’s accreditation body WASC. The Committee was tasked with implementing a process to review learning outcomes of general education curriculum prior to the next WASC
CEP reviewed the draft proposal by the Committee from 2011 and discussed who should be responsible for establishing and implementing the process. The Director of Evaluation and Assessment Jill Kern and Assistant VPUE Christine Victorino attended the Committee’s February 6, 2015 meeting to further discuss the issue and document the current assessment processes for undergraduate programs at UCR. The Committee discussed WASC’s five core competencies and UCR’s goals of an undergraduate education as measures that can be used to establish the learning outcomes. CEP will continue discussions on this issue in the 2015-2016 academic year.

- Reviewed a request for priority registration from ASUCR and the College Associate Dean’s response to the request, which recommended that priority not be given to ASUCR representatives as they do not suffer from transportation limitations hindering their ability to attend class on time, representatives are mostly juniors and seniors that already have high enrollment priority, and perks provided to representatives should center on professional development opportunities as potential future leaders. The Committee voted to deny the request based on the Associate Dean’s rationale.

- Reviewed the proposed changes to ENR 3.2.4 to change the Engineering Breadth Requirements and unanimously voted to support the change. In addition, the Committee unanimously voted to approve a change to the Engineering Breadth Requirements in the catalog copy.

- Reviewed the proposed changes to Senate Bylaw 182: University Committee on International Education (UCIE) to broaden UCIE’s purview in order to reflect the changing landscape of international university activities and align UCIE with campus-level international education committees. CEP opined that the language in the proposal was overly vague and left open questions of how UCIE would implement the proposed expanded charge and specifically questioned UCIE’s involvement with international research.

- Reviewed the proposed changes to the structure of the Summer Bridge Program that affected faculty instruction and unanimously voted to support the proposed changes.

CEP also took up a number of matters related to majors, minors and other programs. The Committee reviewed and approved proposed changes to the CEP Guidelines for the Approval of Proposed Changes to Undergraduate Programs and the CEP Process and Guidelines for Establishment of New Undergraduate Academic Programs that standardized the two documents and included a mechanism to distinguish if the proposed changes affect other programs with the inclusion of a cover sheet. The Committee also approved changes to the guidelines for new undergraduate programs to clarify the letters of reference section and when college faculty approval is needed.

The following proposal and proposed changes to curriculum were discussed, approved and reported to the Division:

**Approved New Academic Programs**
BS in Sustainability Studies (Offered by Gender and Sexuality Studies)

**Approved Curriculum Changes**
BA in Asian Studies
BA in Creative Writing
BA in Dance
BA in Gender and Sexuality Studies
BA in Global Studies
BA in History
BA in Liberal Studies
BA in Political Science
BA in Political Science/Administrative Studies
BA in Political Science/International Affairs
BA in Political Science/Public Service
BA in Public Policy
BA in Theatre, Film and Digital Production
BA & BS in Biochemistry
BA & BS in Environmental Sciences
BA & BS in Entomology
BA & BS in Mathematics
BA & BS in Sociology
BA & BS in Sociology/Administrative Studies
BA & BS in Sociology/Law and Society
BS in Computer Engineering
BS in Computer Science
BS in Environmental Engineering
BS in Geology
BS in Materials Science and Engineering

Minor in Asian Studies
Minor in Creative Writing
Minor in Dance
Minor in Education
Minor in Entomology
Minor in Gender and Sexuality Studies
Minor in Political Science
Minor in Theatre, Film and Digital Production

The Committee’s 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.

Ken Baerenklau, Chair
David Fairris, Vice Chair
Tom Stahovich, Representative to UCEP
Walter Clark
Denver Graninger
Michael Haselhuhn
Margherita Long
Neal Young
Jiri Simunek
Mark Springer
Keith Widaman
Stephen Wimpenny
Summer Schafer, ASUCR Representative
Lewis Luartz, GSA Representative