The meeting was called to order by the Chair at 10:10 AM.

The Chair reviewed the Committee’s bylaws with members and the process for reviewing proposed changes to undergraduate curriculum. The Chair also provided an overview of the Member’s Handbook, which offers members with detailed orientation information.

The Committee unanimously voted to approve the minutes from the June 3, 2016 meeting.

The Committee unanimously voted to approve the conflict of interest statement for the 2016-2017 academic year.

The Committee’s representative to the University Committee on Educational Policy (UCEP) Judith Rodenbeck provided the Committee with an update from the October 3, 2016 meeting. Professor Rodenbeck informed the Committee that a main issue that UCEP will discuss this year is the state audit that was conducted on UC admissions last year and the two additional audits that will occur as a result of initial audit’s results. UCEP discussed the UC Berkeley pilot study to request letters of recommendation with applications. Professor Rodenbeck informed the Committee that a main area of focus for UCEP is the budget framework initiative which includes projects to examine major requirements, credit by examination, how AP credits are awarded, and transfer pathways. Professor Rodenbeck shared that there is concern at UCEP about the workload required by campuses to address all of the budget framework initiatives. UCEP also discussed online education, best practices for hiring LSOEs, and self-supporting graduate programs. The Chair questioned what the next phase of the major requirements project is and Professor Rodenbeck responded that a second set of majors will be examined. UCEP was informed that several campuses Engineering Colleges have pushed back on the mandate reduce the amount of upper division requirements to 45. Professor Rodenbeck reported that 70 percent of the programs examined in Phase 1 were at or below the benchmark of 45 units. The Chair shared that the Committee will continue to review budget framework initiative this academic year.

The Chair provided the Committee with a brief overview of the undergraduate program review process and informed the Committee that this year the number of reviews has increased to 5 in an effort to work towards the WASC recommendation that undergraduate programs be reviewed every 10 years. The Chair reviewed the subcommittee assignments for each review and asked that members report conflicts of interest or scheduling conflicts with the review dates as soon as possible.
The Committee reviewed the Follow Up Compliance Report from the Action Implementation Plan for the Anthropology Undergraduate Program Review that was conducted in the 2014-2015 academic year. The Chair informed the Committee that the review remained open as it had many recommendations that required an extended response and follow up. In Anthropology’s primary Compliance Report the department was not able to address all of the Committee’s recommendations. As a result, the Committee voted to keep the review open and requested a follow up report. In the follow up report that was submitted in June the department did not completely address the issues and the Chair recommended that the review remain open until all of the safety issues were addressed. The Committee questioned if enforcement of the recommendations can be made and the Chair replied by keeping the review open it is helping the department to address the issues as they can report to the administration that the review has not been successfully closed. The Committee questioned who is responsible for financially for addressing the concerns and the Chair replied that the responsibility lies with both the Dean and department level depending on the situation. The Committee voted to keep the review open and request a second follow up Compliance Report for the department to provide an update on what is being done to address the Committee’s recommendations.

The Committee reviewed the Final Findings and Recommendations report from the internal reviews of the Electrical Engineering and Materials Science and Engineering undergraduate programs conducted last academic year and voted to approve the reports. The final reports will be sent to the departments.

The Committee reviewed the Final Findings and Recommendations report from the external review of Economics conducted last academic year. The Committee voted to approve the report. The final report will be sent to the department.

The Committee reviewed a Priority Enrollment request from the Spirit Squad for priority registration. The Committee reviewed the College Associate Dean’s response to the request, which argued against the request and noted that there was no compelling academic reason for the request. The Committee voted to decline the request.

With no other business to discuss the meeting was adjourned at 11:30AM.

Approved: November 4, 2016

Prepared by: Beth Beatty