

**COMMITTEE ON COURSES
ANNUAL REPORT TO THE RIVERSIDE DIVISION
DECEMBER 3, 2019**

To be received and placed on file:

In the 2018-2019 academic year the Riverside Division of the Academic Senate Committee on Courses approved a total of 118 new courses (67 undergraduate, 49 graduate, and 2 professional); changes to 225 Courses (165 undergraduate, 53 graduate, and 7 professional); the deletion of 70 courses (35 undergraduate, 25 graduate, and 10 professional); the approval of priority enrollment for 5 undergraduate courses; and the restoration of 2 undergraduate courses. The Committee also reviewed University Extension proposals for courses offered credit as follows: 1 University Extension XR1-199 course proposal; 2 University Extension XR1-199 instructor proposals; 3 University Extension X1-299 course proposals; and 26 University Extension X1-299 instructor proposals. The Committee reviewed and approved 150 Associate-In requests for the instruction of upper division and graduate level courses.

The Committee notified the following departments and programs of courses in their departments that have not been instructed for 4 or more years: Biology; Business; Computer Science; Electrical Engineering; Entomology; Hispanic Studies; Molecular, Cell and Systems Biology; and Neuroscience. The Committee asked the departments and programs to either delete the courses or submit a justification for their retention. Of the 67 courses identified, the departments and programs submitted justifications for the retention of 46 courses and identified 21 courses to be deleted. Additionally, the Committee discussed concerns that the courses identified for retention by programs and departments continue to not be offered for four or more years. The Committee voted to change the process for NOFY so that if a course on the list is identified on a second and subsequent NOFY review, the course will be automatically deleted in accordance with Bylaw 8.10.4, which gives the Committee authority to delete courses that have not been offered for four or more years.

The Committee reviewed and supported the third revision of the proposed School of Public Policy regulations.

The Committee reviewed the revised Presidential Policy on Sexual Violence and Sexual Harassment, proposed UCR Long Term Academic Catalog, proposed revisions to Senate Bylaw 336, proposed revisions to Sexual Violence and Sexual Harassment Academic Frameworks, proposed new Minor in Medical and Health Humanities, and proposed joint Public Policy BA/MPP 5-Year Combined Degree Program and did not note any concerns relating to the Committee's charge of courses and instruction.

The Committee reviewed the Provost's Taskforce for Hybrid and Online Education and noted concern that the report presented a one-sided view to support online education and did not accurately represent the campus community's views on online education. The Committee was further concerned that explanations were not provided to justify the proposed actions for online education at UCR and recommended that additional research be conducted. The Committee also noted concern that the model group of universities in the report do not have meaningful overlap with UCR and thus do not provide models that are appropriate for the campus to follow. The Committee was supportive of the report's attention to core infrastructure issues.

The Committee continued discussions on the issue of instructors requiring students to purchase access to homework websites that students are not informed of when registering for the course. The Committee consulted with the Registrar and learned that information regarding the requirement of the use of homework website and the fee to use it can be included in the schedule of classes and the required

payment can be assessed as a Course Material Fee that would be eligible to be funded by financial aid. The Committee sent a memo to all department and program chairs with these recommendations. Additionally, the Committee recommended that departments and programs that require homework websites consider purchasing a site license to allow students to utilize the websites without paying a fee.

The Committee reviewed a request for guidance from the Registrar to determine if students should be allowed to enroll in a course that was previously designate with a V and not considered equivalent and to receive credit for the course or if credit should be given for both courses. The Committee supported that students should be permitted to enroll in a course that they had already taken with a V designation and receive credit for the course once as the courses were determined to be equivalent after the removal of the V designation.

The Committee reviewed a proposal from Mathematics to award credit for MATH 9C to students with an AP calculus BC exam score of 4 or 5. The Committee recommended that departments other than Mathematics that require MATH 9C as a prerequisite be advised of the proposed change and given a chance to review the course requirement if needed. In addition, the Committee recommended that the Committee on Educational Policy also review the proposal as it relates to the Committee's charge of undergraduate curriculum.

The Committee reviewed and supported the proposal for a HESA subject code for a one-unit course for the Highlander Early Start Academy.

The Committee welcomed representatives from the Office of Financial Planning and Analysis to a meeting to discuss and review the refinement of the budget model.

The Committee reviewed an emergency request from the Art Department for priority enrollment to be implemented for art majors in ART 001, ART 002, ART 003, and ART 005 for the Winter 2019 and Spring 2019 effective terms. The Committee was supportive of the request with the requirement that course change proposals be submitted in CRS to request priority enrollment for the courses for future quarters.

The Committee reviewed the Senate Chair's request for input on the next UCR strategic plan and recommended that the Committee be consulted with the drafting of strategies related to infrastructure/classroom space, online education, alumni development, intersegmental articulation, transfer students, labs, and upgrades to existing infrastructure. Additionally, it was recommended that campus administration share the proposed key areas of emphasis with the campus community and that the Senate have a consultative role in the development of the plan.

The Committee reviewed the Senate Ad Hoc Committee for Remote Learning, "Hybrid", and Online Courses report and was generally supportive of many of the report's recommendations. The Committee discussed how the recommendations could be integrated into the Guidelines for Remote Learning Courses and began to draft revisions.

The Committee reviewed the WASC report and recommended that the Senate play a key role in how the campus decides to proceed with changes to the assessment of learning outcomes as recommended in the report. The Committee welcomed consultation with the Office of Evaluation and Assessment to ensure that the rigor of courses is maintained with any proposed changes to establish learning outcomes assessment of course curriculum. The Committee welcomed Associate Provost Ken Baerenklau and Director of Evaluation and Assessment Omar Safie to a meeting for a discussion on WASC, assessment, learning outcomes, and course syllabi. The Committee recommended that Associate Provost Baerenklau and Director Safie discuss their proposal of including learning outcomes in syllabi and the assessment of

learning outcomes by course instructors with the College and School Executive Committees.

The Committee reviewed a request from Provost and Executive Vice Chancellor Cindy Larive regarding the distribution of funds for instructional technologies and were supportive of the funding for laptop checkout kiosks and technology for new classrooms in Sproul and Watkins.

The Committee discussed potential revisions to the General Rules and Policies Governing Courses of Instruction and plan to propose changes to the documents during the 2019-2020 academic year.

The Committee invited Representatives from the Registrar's Office (Bracken Dailey, Registrar, and Melinda Miller, Courses Specialist) to attend meetings and wishes to express appreciation for the information and assistance they provided.

Wee Liang Gan, Chair

David Biggs

Elodie Goodman

Marilyn Fogel

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Tim Labor

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Zhiyun Qian

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Christina Cicchetti, Library Representative

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