UNDERGRADUATE COUNCIL
MEETING SUMMARY
January 8, 2016
Mrak 410
9:00-11:00

9:00-9:15
I. Announcements and Information Items
   A. Chair Report –
      • Chair Caswell-Chen gave an update on WASC return visit giving an overview of UIPRC and GEC plans to improve assessment of learning outcomes.
      • Monday’s Counsel of Associate Deans meeting included discussion of Transfer Pathways. Fast action to implement resulted in a lack of faculty input. There has been some misunderstanding by programs. UCD Academic Senate leadership suggested communication with the CAD and Office of the President.

9:15-10:00
II. Committee Reports
   • General Education (GE) – Daniel Cebra was absent, but Debbie reported that the GEC committee is currently reviewing data from Cluster 1 and 2 and is drafting a plan for assessment of Cluster 3 including programs assessing all GE courses to assure they still qualify for the stated GE literacy. UGC will see more details at the January 22 meeting. Committee members stated that literacy requirements should be more clear, e.g., does the course need to satisfy some of the requirements or all of the requirements? Literacy rewrites were worked on by the GEC last year, but may have not been finalized. Action: Debbie will ascertain the status of those rewrites and work with GEC chair to determine further action.
   • Preparatory Education (Prep Ed) – Robert Newcomb was absent so no report
   • Special Academic Programs (SAP) – Alessa Johns was absent so no report
   • Undergraduate Instruction & Program Review (UIPR) – Ed Dickinson reported on the revisions for section 8 “Assessment” of the self-review template. He also discussed the UIPRC letter to UGC stating the need for resources in order to develop an ongoing systematic assessment of learning outcomes, not just in the year programs are undergoing reviews. The committee suggested there be examples/sample case studies available for programs to use to help them develop a process for assessing learning outcomes. AVP for UGE Matt Traxler reported that those are being assembled and will be posted on the UGE website. Chair Caswell-Chen told the committee he will be presenting a report to the Provost and AS Chair at the end of January which will describe changes in assessment of learning outcomes for Cluster 3 and future clusters undergoing review.
      Motion: To accept changes to section 8 “Assessment” of the UIPR self-review template.
      Motion seconded
      Motion approved.
      Motion: Undergraduate Council Chair Caswell-Chen, in his report to Provost Hexter and Academic Senate Chair Knoesen, will address concerns from the UIPRC letter emphasizing the need for resources for ongoing assessment of learning outcomes and the importance of faculty and staff cooperation to complete program reviews.
      Motion seconded
      Motion approved
      Action: Chair Caswell-Chen will have his report ready to share with UGC by January 22, 2016.

* Summary posted on UGC’s Meeting Tab in ASIS
** Information posted on UGC’s whiteboard at https://asis.ucdavis.edu
• University Committee on Educational Policy (UCEP) – There is ongoing discussion regarding the CLEP exams, and Ed Caswell-Chen told the committee that CLEP exams will be reviewed to determine if they should be considered to be accepted by UCs.

10:00-10:30

III. Time Sensitive Items

A. RFCs - no responses due at this time
   • Special Academic Program Establishment Request – Revised from spring 2015 (Must wait for GC, CPB and FEC responses. CPB waiting for addl info from UGE so won't opine until January. UGC will add to January 22 agenda.)
   • Reconstitution Dept. of CEMS (Responses requested from GC, CPB, CAP due 1/22 add to Feb. agenda)
   • GSM Proposal for Establishment of Business Management Major (Deadline extended. UGC must wait for other responses so will not consider until after January 29.)
   • Departmental Status for the African American and African Studies Program (Must wait for GC and CPB responses which are due 1/29/16)

B. UIPR (See UIPR Committee report above)
   • Revisions to Section 8 Assessment of Self-Review Template
   • Letter to UGC re Assessment of Learning Outcomes

10:30-11:00

IV. New Business

A. Continue conversation on student conduct, and consider establishing a UGC workgroup to extend work on the issues (e.g., plagiarism, coursehero, others)
   Committee members said they have started to inform students that it is illegal to post documents to these websites. They feel that many students were unaware, so just alerting them is a positive step.

B. COCI document re SAP – The November letter from SAP to AS Chair was projected along with the COCI letter to AS Chair during committee discussion. The committee was informed that AS Chair wanted UGC to determine if they concur with the COCI letter.
   Motion: To conduct an electronic vote to determine if UGC concurs with COCI decision regarding academic credit.
   Motion seconded
   Motion approved
   Action: Debbie will put out ballot today

V. Executive Session (members only, no ex-officio attends) No executive session necessary for this meeting.

VI. Consent Items: Items on the consent calendar will not be discussed and will be considered approved unless a member requests that one of the items be removed from the consent calendar. Removing an item from the consent calendar requires a majority vote by the committee.

A. Approval of December 4 Meeting Agenda*

Next Meeting: January 22, 9:00 in Mrak 410

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