Unable to attend:
Greg teaching 10-11

9:00-9:15
I. Announcements and Information Items
   A. Chair Report – Chair Caswell-Chen has sent a report to AS Chair Knoesen which includes updates on
      assessment on campus in response to the WASC recommendations. Revisions have been made to the
      UIPR template and the GEC has outlined their plan for GE assessment for Cluster 3. The report also
      included the letter from UIPRC stressing the need for resources to allow faculty to complete ongoing
      assessment.
   B. The campus will be adopting a new learning management system (Canvas) which will replace SmartSite
      starting fall term 2016. SmartSite will remain available until spring 2017. There is concern over transferring
      current SmartSite files into the new system. UGC would like to get a list of concerns faculty have and
      information they need to know regarding implementation of the new system. David Levin, Director of
      Academic Technology Services has offered to attend a meeting to present information and answer
      questions.

9:15-10:00
II. Time Sensitive Items
   RFCs
      • Retirement Options Task Force Report** – Optional for UGC, but members asked to comment. There
        will be a Town Hall meeting Thursday, January 28 from 10:00-noon in the MU II. Discussion from the
        committee included:
          1. Lack of communication and input between faculty and campuses and UOP – how was the
             decision made?
          2. Was this decision within the power of the UC President?
          3. What do other university pensions offer? How do UCs compare?
          4. Concern regarding this plan hindering the ability to recruit and retain high quality faculty
     Action: Members are asked to post comments and concerns on the whiteboard.
      • Reconstitution Dept. of CEMS** (Responses from CAP, GC & CPB posted)
        After committee discussion, the following motion was made:
        Motion to approve the revised Reconstitution Proposal of Chemical Engineering and Materials
        Science.
        Motion seconded
        Motion passed with one abstention.
        UGC Chair Caswell-Chen will draft the committee formal response
      • Special Academic Program Establishment Request** – Revised from spring 2015 (Waiting for other
        committee responses. Add to 2/12 agenda)
      • GSM Proposal for Establishment of Business Management Major** (Deadline extended. UGC must wait
        for other responses so will not consider until after February 12.)
      • Departmental Status for the African American and African Studies Program** (Must wait for GC and
        CPB responses. Add to March 4 agenda)

* Summary posted on UGC’s Meeting Tab in ASIS
** Information posted on UGC’s whiteboard at https://asis.ucdavis.edu
III. New Business

A. GEC plan for Assessment of Cluster 3** - Additional suggestions from UGC to the proposal:
   1. For programs’ review and assessment of each GE course taught, UGC members suggested the addition of a request for faculty to include a brief statement specifying what aspects of the course address the literacy, and for submitted student work samples, an explanation of how that assignment meets the literacy.
   2. GEC instructions include a statement defining that a coordinator may be chosen to complete the GE course assessment, but assessment should be done at the level of instructors teaching the course. This would be for instances when several sections of the same course are all taught by different instructors.
   3. To help motivate programs to participate, include in the instruction letter to programs that this assessment is important because it was included in the WASC recommendations.
   4. Will there be a given timeframe in which programs must complete the review of all GE courses to assure they meet the literacy? Is it spring-fall with deadline same as self-review? Be sure this is timeframe confirmed.
   5. Since this may be the first step in programs cleaning up their catalogues to assure accuracy of course offerings, it was suggested that UIPRC, COCI & GEC coordinate a plan that allows courses to be quickly and easily eliminated or revised in the year when programs are undergoing review.

B. African American Studies Interim Program Review** - Committee members reviewed the interim review report from the program.
   Motion to accept the interim report from the African American and African Studies program.
   Motion seconded
   Motion passed

C. Continue conversation on student conduct, and consider establishing a UGC workgroup to extend work on the issues (e.g., plagiarism, coursehero, others)
   Action: Gabby will take the lead in working with a sub-committee on this issue with the first task to be to work with Student Judicial Affairs to revise the Code of Conduct. Interested members will email her.

IV. Committee Reports

   • General Education (GE) – Daniel Cebra was absent so no report
   • Preparatory Education (Prep Ed) – Robert Newcomb reported that the committee will schedule their next meeting within the month of February.
   • Special Academic Programs (SAP) – Alessa Johns has drafted the report on First-Year Seminars for committee review, and will schedule a meeting for the committee to discuss how best to report on the University Honors Program since that program is undergoing many changes.
   • Undergraduate Instruction & Program Review (UIPR) – Ed Dickinson reported that Cluster 2 program review teams are on schedule. No reports from Cluster 1 have yet been received. Those reports were sent to the Provost, Deans and Chairs in early July.
   • University Committee on Educational Policy (UCEP) - Ed Caswell-Chen had no report

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 January 8 Meeting Agenda*

Next Meeting: February 12, 9:00 in Mrak 410

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** Information posted on UGC’s whiteboard at https://asis.ucdavis.edu