Committee on Special Academic Programs

<table>
<thead>
<tr>
<th>Total Meetings: 6</th>
<th>Meeting frequency: As needed</th>
<th>Average hours of committee work each week: Varies</th>
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<tbody>
<tr>
<td>Total Items Reviewed: 12</td>
<td>Total of reviewed items deferred from the previous year: 0</td>
<td>Total items deferred to the coming academic year: 0</td>
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<td>5 courses, 5 programs, Reg. 630D, Revised Schedule</td>
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Listing of bylaw changes proposed:
None

Listing of committee policies established or revised:
None

Issues considered by the committee:
- Revisions to PHE courses 007, 025, 027, 001, 006
- Proposed Revisions to Senate Regulation 630.D
- Revision to committee review schedule
- Humanities Program Review
- Internship & Career Center Review
- Center for Leadership Learning Review
- University of California Center Sacramento (UCCS) Review
- UC Davis Washington Program Review

Recommended procedural or policy changes for the coming year:
None

Committee’s narrative:

Committee on Special Academic Programs

This committee on Special Academic Programs is a subcommittee of the Undergraduate Council. The committee is charged to oversee all special undergraduate academic programs on the UC Davis campus and to advise faculty and the administration on the establishment and operation of newly initiated programs. The committee is also charged to review periodically all programmatic functions of the special academic programs, including but not limited to the publications of material defining/describing the program, the recruitment, orientation and advising of students in each program, guidance in the selection
of mentors for such students, coordination of special activities, oversight of the general welfare of said students, and the effectiveness of the programs in meeting their stated educational objectives.

The committee’s priorities for 2016-17 were to review the Humanities Program, the Internship and Career Center (ICC), the Center for Leadership Learning (CLL), the University of California Center Sacramento (UCCS), and the UC Davis Washington Program. These programs were notified of their reviews and were sent the self-study template containing the list of questions to be answered and returned by October 1, 2016.

The SAP committee noted that the Humanities (HUM) program fills a critical role in the campus education mission by providing interdisciplinary courses that fulfill a range of GE requirements to students from all majors, especially targeting students from non-humanities majors. However, the program states that increased competition to offer these courses, increased prioritization of large-enrollment courses, and decreased diversity of course offerings has impacted the program. HUM faculty also raised concerns about poor pre-college preparation of students resulting in a decrease in the level of sophistication possible in HUM courses. SAP commends HUM for identifying and articulating these concerns and recommends that UGC continue to monitor these issues in all undergraduate programs on the campus.

The SAP committee felt that review of the ICC proved the importance and value of this program, however the program does face some challenges including increased numbers of students - especially first-generation and international students - limited space and staff. The committee wants to assure continuation of monitoring the program to assure issues do no worsen.

The SAP committee also had a positive response to the CLL review. The review stated that current revisions and restructuring for the certificate programs, based on new research and data in leadership education, are taking place. This indicates the program’s attention to keeping pace with latest developments to ensure maximum effectiveness in fulfilling its mission. Two FTE that were lost in 2008 due to budget cuts have not been restored, and SAP and the program director feel that increased staffing would allow the CLL to have greater and more widespread positive impacts on students across the campus.

After reviewing the UCCS program, SAP felt that the program has adequate oversight and therefore felt no need to review this program in the future thus recommended removing this program from the SAP review schedule. However further discussion with UGC resulted in keeping it on the schedule, but accepting the most recent Advisory Board Faculty Council Report in lieu of conducting the standard SAP review. Because UCCS is a systemwide program administered by UCD, if concerns are noted they will be forwarded to UCEP via UGC.

Upon completion of the UC Davis Washington program review, the SAP committee found the program to be lacking in adequate oversight. A letter with concerns was sent to UCEP via UGC, and UCEP’s response stated that in 2011 it was determined that UCEP would be responsible for review of that program on a regular cycle; therefore, SAP has removed The Washington Program from their review schedule and will rely on UCEP to maintain oversight and review of this program.

In lieu of a college review committee, the SAP committee is to review and evaluate new or revised course proposals form SAP affiliated programs prior to formal COCI review. Five proposed course revisions from the Physical Education Department were submitted this year. SAP reviewed and approved the proposed revisions of PHE 007, 025, and 027; notification of the approvals was sent to COCI along with some suggestions on the proposals.

The committee also reviewed revised PHE 001 and 006 courses. These courses were of concern in the 2014-15 SAP review of PHE, and the program was asked to revise the courses and have an interim review in 2017-18. The committee worked through the year with the PHE director on the revisions, and the final course proposals were reviewed and approved by SAP. COCI was notified of the approvals. The committee will proceed with the requested interim review of the PHE program next year to assess outcomes of these revisions.
Finally the committee also revised the review schedule. The current schedule is on a four-year cycle, and the committee felt that reviewing programs every four years is too frequent. Since there are 10 programs considered to be Special Academic Programs, reviewing them all in one year would create too great a burden of work for a committee with only five members. Creating a schedule that includes a hiatus would accommodate a seven-year cycle yet allow programs to continue to be grouped so that 2-3 programs per year are reviewed. The Special Academic Programs Committee will take a three-year hiatus (2018-19 & 2019-20, 2010-21) after 2017-18 reviews for Undergraduate Research Center, Study Abroad, and University Honors Program, yet retain a chair of the committee, appointed by CoC, to serve on Undergraduate Council. If any SAP business arises, (e.g., new course approvals or RFCs) the appointed chair and Undergraduate Council will determine membership of the SAP committee at that time. CoC will appoint full membership of the SAP committee for each of the years 2021-22 through 2024-25, and reviews will follow the revised schedule.

Respectfully submitted,

Daniel Potter, Chair
Kurt P. Eiselt, Member
Yueyue Fan, Member
Richard T. Scalettar, Member
Rena J. Zieve, Member
Rosa Manzo, Academic Federation Representative
Justin Hurst, ASUCD Representative
Debbie Stacionis, Analyst