### Undergraduate Council

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<th>Total Meetings: 18</th>
<th>Meeting frequency: Meetings were held every other week during the fall, winter and spring quarters, or as needed.</th>
<th>Average hours of committee work each week: Chair: 5-8 hrs/week. Members: varies.</th>
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| Business items Reviewed: 25 program reviews and 30 other business items | Total items deferred and carried over from the previous year: 3  
  - Revised Zhejiang Agreement  
  - Discontinuation of Textiles and Clothing  
  - Discontinuation of Exercise Biology | Total projects deferred to the coming academic year: 5  
  - Interdepartmental Human Rights Proposal  
  - Cinema and Technoculture Major Proposal  
  - Cognitive Science Major Proposal  
  - Prerequisites (waiting on system of enforcement proposal from Registrar)  
  - 2014 Academic Senate Athletics Performance Report |

Listing of bylaw changes proposed: UGC expressed concerns with the varying standards by which colleges calculate GPA in the major and the concerns were sent to the Committee on Elections, Rules & Jurisdiction for them to review. No response from them has yet been received.

Listing of committee policies established or revised: None.

Procedural changes recommended for the coming year:

1. General Education assessment template will now be included in program reviews. Once completed templates are received, UIPR will turn over to GEC for them to use in assessing delivery of GE requirements.

2. The revised process for undergraduate program review including; a one year process, inclusion of external reviewers, meetings between the Provost, Deans and program chairs to discuss recommendations and plan of action, and UGC tracking all action taken will be fully implemented next year with Cluster 1 programs.
Issues reviewed and considered by the committee:

1. Enhancing the Student Experience Report
2. Zhejiang Agreement
3. Prerequisite Enforcement
4. Summer Sessions Whitepaper - Version 1
5. Sustainable Environmental Design new Major Request
6. Electrical Engineering Minor Proposal
7. Requested Amendment of Davis Division Regulation 554
8. Proposal to Establish Interdepartmental Program - Human Rights
9. University Honors Program Proposal
10. Global Disease Biology Major Proposal
11. Sierra Institute - Request for X100 Course Designation
13. Recognizing Teaching Work Group Report
14. Proposed PPM 400-01 Freedom of Expression
15. Proposal to Establish the Mathematical Analytics & Operations Research
16. Name Change Request: Genetics to Genetics and Genomics Major
17. Proposal to Establish India and South Asia Studies Minor
18. Proposal to Establish the Iran and Persian Studies Minor
19. Proposal to Establish the Arab Studies Minor
20. Proposed Revisions to the Compendium April 2014
21. Discontinuation Proposal - Exercise Biology Major
22. ADVANCE Policy & Practices Initiative Recommendations
23. 2nd Review - UCD APM 240 - Appointment & Review of Deans
24. Academic Calendar Proposal 2016----2023
25. Cinema and Technoculture Major Proposal
27. Dramatic Art/Theatre & Dance Major Name and Curriculum Change
28. The revised process for undergraduate program review
29. UCD Athletics Academic Performance Data
30. Teacher Coach Role in Athletics
31. Cluster #6: Undergraduate Program Reviews
32. Cluster #7: Undergraduate Program Reviews

Committee’s narrative:

Undergraduate Council (UGC) has statutory authority over undergraduate education and programs. This includes establishing policy for undergraduate education on the Davis campus, as well as developing and reviewing campus-wide educational objectives and criteria for evaluating educational effectiveness; establishing policy and exercising authority to approve or not approve establishment and discontinuation of undergraduate programs; authority on academic disqualifications and or/dismissals, and authority over undergraduate transcript notations. Undergraduate Council also considers and reports on matters referred to it by the Chief Campus Officer, the Chair of the Division, the Representative Assembly or any other standing committee of the Davis Division, or by the Faculty of any college or school located wholly or in part on the Davis campus; initiates appropriate studies and makes reports thereon involving undergraduate educational policy; and identifies one of its members for nomination to serve as the divisional representative to the University Committee on Educational Policy and one of
its members for nomination to serve as the divisional representative to the University Committee on Preparatory Education.

Four subcommittees report to the UGC: The Committee on General Education, chaired by John Smolenski; Special Academic Programs, chaired by Jeffrey Williams; The Undergraduate Instruction Program Review Committee, chaired by Carl Whithaus; and The Committee on Preparative Education, chaired by Joseph Biello.

The Committee on General Education’s 2013-14 priority was to develop a General Education Assessment Plan and address campus GE questions to develop clear understanding. The method had to keep any increase to the workload of departments and programs to a minimum and yet facilitate the collection of meaningful data that could be analyzed yet result in an assessment report that could be used to substantiate that UC Davis was delivering a general education to its students. The committee worked with the Committee on Undergraduate Instruction and Program Review, and it was determined that questions concerning departmental/program presentation, delivery and assessment of General Education Core Literacies would be added to the UIPR Self-Review template. The responses to the GE portion of the template will be separated and sent to the GE Committee in January for analysis of the data.

The Special Academic Programs Committee reviews programs that award academic credit but do not offer an undergraduate degree. Chaired by Jeffrey Williams, the committee focused on defining the SAP review process and programs to be regularly reviewed by this committee as well as a schedule for program reviews.

The Undergraduate Instruction Program Review Committee, chaired by Carl Whithaus and Sue Ebeler, finalized the revised program review process which was approved by Undergraduate Council. The revised, streamlined process includes external reviewers, one year completion of program reviews and increased accountability and response to findings. Meetings will be held between the Provost, Deans and program chairs to discuss recommendations and plan of action, and UGC will track all action taken. The self-review template has also been revised to include General Education (GE) assessment. This portion of the template will be completed by programs and submitted to UIPR in January along with the rest of the self-review. That GE portion of the template will then be given to the GE committee so they may complete assessment of GE delivery in the programs. Revisions of the program review were presented to WASC and the WASC review team was pleased with the improvements to the process.

The Committee on Preparative Education, chaired by Joseph Biello, reviewed and determined that UC Online Course Writing 39A satisfies the UC Davis Entry Level Writing Requirement and that the texts of the relevant Davis Division Regulation(s) and Bylaw(s) should be edited appropriately. The PEC also requested the Department of Mathematics to provide a report on the department’s math placement exam as PEC is concerned about the equivalence of online courses to classroom courses.

UGC's counterpart at the UC system-wide level is the University Committee on Education Policy (UCEP). This committee meets once per month at the University of California Office of the President in Oakland. UGC member Seeta Chaganti served as the Davis Divisional representative to UCEP, and in this capacity she provided regular updates to the UGC about issues relating to undergraduate education on UC campuses system wide. This year UCEP turned to individual campuses for their opinions About the Liberal Education and America’s Promise (LEAP) Essential Learning Outcomes. Seeta presented the information to UGC who determined they are not
interested in endorsing the LEAP rubrics and would prefer UC Davis to set our own pedagogical and assessment goals. In particular, they were not comfortable with the idea of external initiatives setting the terms for assessment practice.

UGC also played a role in The WASC accreditation process which was completed this year with the WASC team visiting in April. Members of UGC, UIPR and GEC attended meetings to present reports on revisions to program review and GE assessment. UC Davis received 10 years reaffirmation with a special visit scheduled fall 2017 to look at assessment, program review, and the 2020 initiative.

A concern to UGC is the increasing number of proposals from Departments and Colleges for for new majors and minors, along with the requests to discontinue or consolidate majors. This appears to be largely driven by financial constraints. UGC feels that administrative decisions driven by budgetary anxiety are not necessarily the most appropriate decisions from a campus or system-wide viewpoint. UGC encourages early dialogue with involved parties as appropriate in order to intervene early enough in the process to facilitate solutions. We would hope that concerns about programs would emerge explicitly through the review processes and that program reviews would be used in making decisions about changes in undergraduate programs.

No ASUCD representatives attended the UGC meetings, and Brian Riley, GSA representative, attended three meetings.

Respectfully submitted,

Matt Traxler, Chair
Jeffrey Williams
Josephine Andrews
Joseph Biello
Seeta Chaganti
Shirley Chiang
Jesus de Loera
Susan Ebeler
Julia Menard-Warwich
Jeanette Natzlle
Ronald Phillips
John Smolenski
Carlos Jackson (Ex-Officio – Admissions and Enrollment)
Brenda Rinard (Academic Federation Representative)
James Schaaf (Academic Federation Representative)
Carolyn de la Peña  (Ex-Officio – Vice Provost & Dean for Undergraduate Ed)
Elias Lopez (Ex-Officio – University Registrar)
Ida Ghichloo (ASUCD Rep)
Janet Kim (ASUCD Rep)
Alleen Tu (ASUCD Rep)
Debbie Stacionis, Undergraduate Council Analyst