Committee on Undergraduate Instruction and Program Review

<table>
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<tr>
<th>Total Meetings</th>
<th>Meeting frequency: As needed – Average about 2/month</th>
<th>Average hours of committee work each week: varies</th>
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| Total of Undergraduate Programs Reviewed: 9 regularly scheduled and 2 expedited for a total of 11 (courses, proposals, cases, etc.) | Total deferred from the previous year: 0 | Total deferred to the coming academic year: 0 However we will complete interim reviews for 2 programs – Asian American Studies next year and Women & Gender Studies in 2014-15 |

Listing of bylaw changes proposed:
None.

Listing of committee policies established or revised:
None.

Issues considered by the committee:
- Expedited reviews were conducted on Textiles and Clothing program including the use of external reviewers
- Expedited reviews were conducted on Exercise Biology program including the use of external reviewers
- Asian American Studies will be reviewed again next year
- Women & Gender Studies will have an interim review conducted in 2014-15
- The committee was asked for input and ideas to streamline the process in order to expedite completion of program reviews

Recommended procedural or policy changes for the coming year:
The goal is to create and vote on a more streamlined process for program reviews

Committee’s narrative:
BIA (Budget & Institutional Analysis) is the office of record for the appendices (data) and is responsible for sending the data reports to the home departments with a courtesy copy to the Academic Senate office and home department college. In February the committee held a meeting of representatives from (BIA) and Cluster 7 program representatives to discuss the program review process and information that programs would be provided to complete reviews. Program representatives also had the opportunity to request any additional data they may require.

UIPR receives reviews from the colleges upon completion of program, department and college review. For each program, UIPR committee members review the following materials: the self-review
by the home department of the program, the report on the program by the College’s Undergraduate Program Review Committee, and the responses from the department chair and/or master adviser, the Dean, and the College Executive Committee.

For each program, UIPR committee members prepare a report providing a summary of the program’s major strengths and weaknesses, and recommendations on how to address the weaknesses. The reports are then posted for review by all members of the UIPR committee, finalized and forwarded to Undergraduate Council (UGC) with a summary.

Working throughout the year (Nov. through May), the committee completed and submitted all nine of the Cluster 5 reports to Undergraduate Council.

- **CLAS:**
  - African American Studies
  - American Studies
  - Asian American Studies
  - Chicana/o Studies
  - Native American Studies
  - Women & Gender Studies

- **CAES:**
  - Environmental Policy, Analysis & Planning
  - Environmental Science & Management

- **CBS:**
  - Evolution, Ecology & Biodiversity

The UIPR committee also completed, for the first time, expedited reviews of two programs. These expedited reviews included inviting two external reviewers to campus for each of the programs of Textiles & Clothing and Exercise Biology. The committee completed reports for each of these program reviews and sent recommendations to UGC.

Cluster 6 reviews from CLAS, CBS and CAES are currently in process. It is anticipated that the Cluster 6 program reviews will be submitted to UIPR for review in the upcoming 2013-14 academic year.

Asian American Studies has been asked to complete another full review in 2013-14. This process will require AAS to submit their completed review by the beginning of the Fall Quarter 2013 to the Chair of CLAS’s college-level undergraduate program review committee with copy to HArCS Dean and CLAS Associate Dean. The complete review will then be sent to UIPR to be reviewed along with CLAS programs in Cluster 7.

Respectfully submitted,

Carl Whithaus, University Writing Program, UIPR Chair
Susan Ebeler, Viticulture & Enology
Dipak Ghosal, Computer Science Engineering
Michele Igo, Microbiology
Timothy Lewis, Mathematics
John Smolenski, History
Steve Wheeler, Environmental Design
Sandra Vella, AF Representative
Edwina Duenas, ASUCD Representative