

**Undergraduate Council
Minutes of Meeting
November 16, 2011**

I. Meeting

Pursuant to call, the Undergraduate Council met at 8:45 am on Wednesday, November 16, 2011, in Room 232 of the Kolligan Library, Chair Gregg Camfield presiding.

II. Chair's Report

III. Consent Calendar

The agenda was approved as presented.

IV. Approval of Courses

UGC Recommendations:

SSHA

ARTS 30-Introduction to Vocal Traditions - Not approved

There was some discussion about who will teach the course since the faculty who proposed the course has left. The course is part of a plan for the ARTS/GASP program. UGC would like to view the overall plan before making a recommendation. A motion was made, seconded and carried to table approval until UGC is given the opportunity to review the plan for the program and relevant sections of the Curriculum Committee meeting minutes.

SSHA instructional manager has agreed to send to UGC the program's plan and relevant sections of the Curriculum Committee meeting minutes.

LIT 173-The Erotic Novel in the Hispanic World, 20th and 21st century - Recommend approval

SOE

CSE 177-Database Systems Implementation - Recommend approval

ENVE 20 – Introduction to Environmental Science and Engineering - Provisional approval

UGC made the following recommendations:

- Avoid using gender-specific words such as "man-made" (please see course objective # 3 "to teach the fundamental concepts of mass and energy balance applied to man-made and natural environmental systems")
- Include comma after "treaties" in student learning outcome # 4 to avoid misinterpretation of the sentence ("describe and explain major state and federal environmental rules and laws, as well as international treaties, and given violations of the aforementioned decide on the best course of action and justify the decision,")
- Fix typos in syllabus

School will provide revised syllabus.

V. Revised Reinstatement Policy

VCSA Lawrence noted that she will provide additional information at the next meeting on handling cases of students who come back to UCM from a Community College with a low GPA.

A section of the policy (General Requirements) was slightly edited as follows:

Old language:

Specific requirements for reinstatement into one of the Merced's three Schools are listed below.

New language:

Specific requirements for reinstatement into one of ~~the~~ UC Merced's three Schools are listed below.

A motion was made, seconded and unanimously carried to approve the proposed revised policy.

Action: Senate analyst will send approved document to SALC Director Boretz.

VI. SNS Enrollment Modification

The proposal is twofold and its intent is to address the issue of availability of freshmen level seats and repeat enrollment in critically impacted courses. If approved, the effective date of the pilot proposal would be Fall 2012

Freshman Course Availability

The School proposes to limit continuing student enrollment in CHEM 1, 2 MATH 5, 11 and 21 to the first 25% of enrollment space in all secondary sections of these courses so that there would be space for freshmen in all of these classes while still making some seats available for continuing students.

Recommendations:

UGC recommends that approval of the first part of the proposal (Freshmen Course Availability) be placed on hold. UGC notes that there is a need for a mechanism that would allow the campus to allocate scarce resources that is fair to a large number of constituencies. Percentage screens need to be implemented progressively so that current students who are under one system don't get restricted twice by the scarcity of seats. Thus, UGC encourages the School to 1) consider alternatives such as a lottery and 2) reconsider the percentage screens. It seems that the current mechanism of the registration process penalizes students who have had fewer resources in their high schools in the past. Furthermore, UGC would like to see a better rationale for the numbers; the percentage should not be arbitrary (in this case, the proposal asks that classes be limited to the first 25% of enrollment space for continuing students). UGC encourages the School to conduct an in-depth analysis of

impacted courses. The School – in consultation with appropriate parties - would have to identify ways to alleviate some of the impacts. If the School intends to use a percentage screen, it ought to start with a large number and decrease it over the years so that current continuing students are not systematically cut off when they are already cut off as freshmen. If space is the issue, then the campus has to identify ways not to cut students off but instead guide them where they need to go (e.g. encourage or enforce the use of summer school). In sum, UGC encourages the SNS to consult with the other two Schools and revisit the first part of the pilot proposal.

With regard to repeat enrollment, UGC has no objections to the implementation of that aspect of the proposal.

VII. Proposal for a Summer Colloquium in Teaching Writing (Professional Development of Unit 18 Lecturers).

Action: Senate analyst will compile some comparative data from the UC system. Upon reviewing the data, UGC will propose a budget to the EVC/Provost and identify procedures for allocating the money.

VIII. GRC memo regarding conjoined courses

A motion was made, seconded and carried to recommend that UGC and GRC abandon the practice of reviewing all scheduled conjoined courses prior to the semester in which the courses will be taught.

IX. Systemwide Review Item

[SR 610-Residency](#)

Chair Camfield encouraged members to read the proposal and circulate any comments to the committee. Chair will collate comments.

The meeting adjourned at 10:15am

Minutes prepared by: Fatima Paul

Attest: Gregg Camfield