

**Undergraduate Council (UGC)****Meeting Minutes  
Friday, October 22, 2021  
1:30pm-3:00pm**

Pursuant to call, the Undergraduate Council met at 1:30pm on October 22 via Zoom, Chair Holley Moyes presiding.

**I. Chair's Report – Holley Moyes – 1:30pm – 1:40pm**  
A. October 14 Divisional Council Meeting

Chair Moyes reported that Dean Dumont and Dr. Hurd will be presenting information regarding the medical program at the December 3 UGC meeting. On behalf of the Committee on Research (CoR), Divisional Council (DivCo) submitted a memo to Chancellor Munoz and Executive Vice Chancellor and Provost Camfield regarding the problems on research, including procurement, accounting and grant administration, hiring staff personnel and postdocs, and environmental and safety problems. Chair Moyes also shared with members that Senate Chair Westerling is a part of the Global Climate Leadership Council and has been asked to serve on the systemwide Academic Planning Council (APC). The APC reported that there is a mandate coming from UC President Drake to enroll more students. President Drake has proposed to the Regents that the UC will determine how to increase enrollment over the current commitment. Chair Moyes shared details of the systemwide goals to reach the enrollment growth.

Chair Moyes and GC Chair Hestir reported to DivCo on the Councils' collaborative work to set policies and procedures for approving online courses and determining what the course management will look like. Both committees have put a pause on course approvals until policies and procedures can be set in place; however, temporary approvals have been granted for the upcoming spring and summer semesters.

CoR reported that the Biomedical Sciences and Physics building acquired a temporary occupancy permit.

Chancellor Muñoz has allocated a million dollars to the Academic Senate from the McKenzie Scott gift funds. The Chancellor will allocate the funding permanently if the Senate utilizes the funds in a way that contributes to the campus goals. The allocated amount would be \$330,000 per year, starting next academic year, and DivCo will formulate a plan to utilize the funding. Senate Chair Westerling is working on setting up a committee on the utilization of the funding.

<sup>1</sup> The requesting departments have verified that each student is in good standing and has advanced to candidacy, and will not be supervising other graduate students. For the petition for Laura Gomez, please refer to the document in the hyperlink for number 2 regarding the faculty mentor for the course.

**II. Consent Calendar – 1:40pm – 1:45pm**

- A. The Agenda
- B. October 8 Meeting Minutes

➤ The consent calendar was approved as presented.

**III. VCSA Nies' Report – 1:45pm – 1:55pm**

- A. 2021 Scholars Bridge Crossing

Incoming first year students as well as second year students who did not have a chance to participate in the previous year were invited to the 2021 Scholars Bridge Crossing. VCSA Nies thanked those who were able to be a part of the ceremony.

- B. Update on student housing

The Merced Station development project was delayed due to supply chain related issues, which caused a delay in the opening. Since then, the Merced Station has been able to open some buildings and plan to house students in those spaces. VCSA Some students have been in hotels or on campus with temporary housing. Students have been allowed to cancel their housing contracts and move into the Merced Station buildings. Some of those students have decided to continue to live on campus. An additional 300 students have been added to the on campus housing roster since the start of the academic year.

A member asked VCSA Nies what services have been offered to students with dependents that cannot afford housing in Merced. VCSA Nies mentioned that there is a new program for undergraduate students with dependence through the California Student Aid Commission (CSAC). VCSA Nies has reached out to students to inform them of the additional financial aid that was available this year.

**IV. Approval of Courses – Jason Lee, Bin Liu, Sachin Goyal – 1:55pm – 2:05pm**

Course is available at the link below.

- 1. [ENGR 191 – Professional Seminar](#)

**Action:**

- UGC members agreed to hold off on the approval of ENGR 191, as policies/procedures have not been established.
- UGC members will vote on ENGR 191 by January 2022.
- UGC Analyst will send a message to the requestor on behalf of Chair Moyes asking if an immediate approval is needed.

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**V. VPDUE Frey's Report – VPDUE Frey and Director of Summer Session Tammy Johnson - 2:05pm – 2:25pm****A. [Summer Block Schedule Revision Proposal](#)**

VPDUE Frey and Director Johnson provided additional data and responded to UGC's comments (linked above) on the Summer Block Schedule Revision proposal.

VPDUE Frey reported that no other UC campus have classes that start before 8:00am in the summer. Instructional hours would not be lost with the removal of the 7:30am time block, as the following block will not start until 11:00am. VPDUE Frey reported that summer session enrollments have increased these past two years, as online education has been offered to students. It was also reported that online education had an impact on shortening the time to degree, as students are taking more offerings in the summer.

- UGC members unanimously endorsed the Summer Block Schedule Revision proposal.
- UGC Analyst will prepare a memo with UGC's endorsement and circulate to the voting members for review.

- B. Proposal to move the Undergraduate Studies (USTU) course designation to be under the oversight of the Division of Undergraduate Education/College One**
- USTU course designation is currently under the oversight of SSHA, and VPDUE Frey would like input from UGC members on her request that it be moved under the oversight of the Division of Undergraduate Education/College One. VPDUE Frey will then follow-up with a formal proposal at the November 5 meeting.

VPDUE Frey mentioned that other UC campuses have versions of USTU, and most of those courses sit under the Dean of Undergraduate Education. The process of utilizing USTU courses are not clear to faculty, and VPDUE Frey emphasized the need for establishing the process. For instance, there is no process to allocate teaching evaluations for USTU courses. Professors who teach USTU courses do not receive evaluations.

Chair Moyes suggested to VPDUE Frey to run the proposal by SSHA to see if there may be any objections.

- VPDUE Frey will contact Dean Gilger to inquire whether SSHA has any objections to moving the USTU course designation under the oversight of the Division of Undergraduate Education/College One and report back to UGC members at their November 5 meeting.

**VI. Consultation with GE Executive Committee Chair Valerie Leppert – 2:25pm – 2:45pm**

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The GE program faculty held a vote on revising the GE program, which revised the criteria for the Spark Seminar. Sustainability issues have carried over to Spark Seminar from the previous required freshmen course, Core 001. Core 001 was formally delivered by the Writing Program faculty, and the vision with Spark Seminar was to focus on research and involve more ladder rank Senate faculty in delivering the course. GEEC Chair Leppert mentioned that each School was expected to contribute a minimum of 20% in delivering Spark sections, however more than 80% of the courses is being delivered by one School at this time. The Senate faculty voted to establish a minimum set of criteria for Spark Seminar that would allow the course to be taught by a variety of faculty, which could provide students with various topics.

GEEC Chair Leppert also shared a comparison table that showed the current Spark Seminar with the two proposals that have been submitted through Curriculog. There have been issues with Spark Seminar regarding the units and contact hours. SSHA faculty has mentioned that they would like to see if Spark 001 could be offered for 4 units with 3 contact hours. SNS and SoE reported that they are most familiar with the format of 3 units and 3 contact hours. GEEC Chair Leppert stated that the program learning outcomes for Spark 001 can still be met with the 3-4 units and 3-4 contact hours. The proposed revisions to Spark 001 is similar to the current Spark 001 with flexibility in number of units and contact hours. VPDUE Frey added that it is essential to have the courses approved to go with the approved curriculum. The funding model for the Spark courses will be changed as overload stipends will not be provided.

- [Spark 001 – Spark Seminar](#)
  - UGC members did not vote on SPARK 001. The committee is seeking further clarification on SPARK 010 being a mutually exclusive course in Curriculog.
- [Spark 010 – Spark Seminar](#)
  - UGC members unanimously approved SPARK 010; however, the committee is seeking further clarification on SPARK 001 being a mutually exclusive course in Curriculog.
  - Chair Moyes will reach out to GEEC Chair Leppert to seek clarification, and UGC Analyst will update Curriculog accordingly.

## VII. **Systemwide Review Items – Chair Moyes – 2:45pm - 2:55pm**

### A. [Proposed Revised APM - 759, Leaves of Absence/Other Leaves Without Pay](#)

In May 2021, the Regents Working Group on Innovation Transfer and Entrepreneurship (“Regents Working Group”) recommended in its final report that APM -759 be revised to explicitly state that a leave without pay can be used for innovation and entrepreneurship pursuits.

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**Requested Action:** UGC to determine if Council will opine. If UGC decides to opine, identify a lead reviewer. Lead reviewer will provide comments by the November 5, 2021 meeting.  
Deadline: November 19, 2021

- UGC members voted to not opine on this item.

### VIII. **Any Other Business – 2:55pm – 3:00pm**

#### A. VPDUE Frey update on COVID cases on campus

There was an increase in the number of reported cases this week. A couple of the cases were tied back to a student who visited their home for the weekend. VPDUE Frey shared with UGC members that the campus is currently dealing with a low positivity rate of 1.3%.

A member asked if it was acceptable to ask people outside of the organization for proof of vaccination. VCSA Nies explained that asking for proof of vaccination or negative test result is allowed as long as that information is not stored in a way that medical records are being kept.

#### B. UCIE update on Study Abroad Program

UCIE representative Michelle Leslie reported that the Study Abroad program is happening again. There are 865 students studying abroad this fall semester. UCIE is taking precautions on approving the countries that students will be able to study abroad.

There being no further business, the meeting was adjourned at 3:00pm  
Attest: Holley Moyes, UGC Chair

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