

Undergraduate Council (UGC)

Meeting Minutes
Friday, May 6, 2022
1:00-2:20pm

I. Chair's Report – Holley Moyes – 1:00pm – 1:10pm**A. May 5 DivCo Meeting**

Chair Moyes shared the following updates from the May 5 DivCo meeting:

- DivCo members held further discussion regarding whether the Gallo School pre-proposal will move forward in the review process. DivCo members agreed to vote on the Gallo School pre-proposal at the May 19 Divisional Council meeting.
- EVC/Provost Camfield shared three issues related to the Gallo School pre-proposal that need to be addressed:
 1. Whether the pre-proposal is intellectually sound and viable.
 2. Resources. The campus has been under-resourced from the beginning. Chair Moyes noted that SSHA has been chronically understaffed and has not been given enough staffing hires.
 3. Emotions. EVC/Provost Camfield noted that this has been an issue since the campus's founding. SSHA feels that the campus views its School negatively, and that has had a profoundly negative impact on SSHA. One suggestion from SSHA was to only include two SSHA departments in the Gallo School, or for the Senate to request external reviewers.
- DivCo members discussed a voting process for the Gallo School pre-proposal. Council members agreed that each member would represent what their committee has discussed and agreed upon.
- The Chancellor discussed the medical education building, which will house the Medical Education Program as well as the Psychology and Public Health departments. The new building will cost approximately \$240 million; however, UC Merced will not be responsible for funding it.
- AFAC member, Charlie Eaton, attended the DivCo meeting to discuss the new Academic Activity Policy. The new policy includes guidelines and recommendations for reducing students' institutional debt.
- Senate Chair Westerling reported that the Academic Council and Academic Assembly have approved the text of a Memorial to the Regents, which asks the Regents for

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investments in UC's infrastructure that will reduce on-campus fossil fuel combustion by at least 60% of current levels by 2030 and by 95% of current levels by 2035.

II. Vice Chair's Report – Ryan Baxter – 1:10pm – 1:15pm

A. May 2 UCEP Meeting

Vice Chair Baxter attended the May 2 UCEP meeting on Chair Moyes' behalf and provided the following updates:

- There is potential legal action against course content sharing websites, such as Chegg.com, because students are uploading exam and homework questions from their classes, making the content easily accessible for everyone. UC lawyers believe that the UC system does not have a solid stance on this issue, and they have advised the UCs to form a public shaming campaign, which is scheduled for Summer 2022. This campaign would aim to encourage Chegg.com and other like companies to better regulate the sharing of content on their sites.
- The terminology issue that was mentioned during the last UGC meeting was addressed during the May 2 UCEP meeting. The current terminology includes, "50% of classes being offered in an online designation per term...", and a UGC member wondered if this included the summer terms. Vice Chair Baxter noted that members of UCEP had never considered this issue, but that the language is now being revised to state that distance education does not apply to summer terms.
- Several campuses expressed their preference for continuing with the Pass/No Pass grading system. A uniform policy across all campuses is being considered, which would protect the faculty and students from potential issues that have arisen from Pass/No pass grading.
- Several UCEP members shared their concerns with UC Online. They believe the platform to be a useful tool for online instruction but feel that the system needs substantial improvement.

III. Consent Calendar – 1:15pm – 1:20pm

A. The Agenda

Action:

- The agenda was approved as presented.

IV. Approval of Courses – Jason Lee, Ryan Baxter, Siddaiah Yarra – 1:20pm – 1:30pm

Courses is available at the link below.

Action:

- The following course was approved by UGC and Curriculog will be updated accordingly (completed 5/9):

1. [BIO - 187 - Data Science Research in Biology](#)

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V. Consultation with Director of Degree Completion Program, Michael Pierick – 1:30pm – 1:40pm

Courses are available at the links below.

1. [ESPT - X002 - Introduction to Esports Organizations](#)
2. [ESPT - X005 - Culture and Communications in Esports](#)
3. [ESPT - X010 - Esports Marketing](#)
4. [ESPT - X011 - Esports Project Management and Operations](#)

Requested Action: UGC members vote on the four ESPT courses.

Director of Degree Completion Program, Michael Pierick, reported that University Extension has partnered with a faculty member in the School of Engineering to write the four Esport courses listed above. These Esport courses are written and aligned with teaching the younger generations in high school through the dual enrollment model what it would be like to pursue a career in Esports management. Because there are currently no degree pathways commonly found across the nation or internationally, providing students with the opportunity to acquire expertise in this field would provide them the opportunity to become an agent, a live events operations manager, etc. Esport courses are commonly known as video games and would allow younger generations to play drone racing leagues commonly seen on ESPN. The four courses listed above are not certificate courses; they have been submitted as individual course proposals. Therefore, Esports is not an industry-recognized certificate at this time. An instructor with minimum qualifications would be hired by University Extension to teach these courses, or University Extension would train, mentor, and supervise an instructor. Students who take the courses would not be paying a fee, but rather would use subsidized funding through the schools. University Extension is also able to charge a different rate than the normal tuition rate. Each course is three semester units, so students would receive a total of 12 college units, as well as high school credit.

Members held a discussion about whether these courses are transferrable to a UC. One member noted that only XM courses are transferrable and recommended consulting with the Office of Admissions. VPDUE Frey noted the importance of ensuring that high school students are aware of how these course units are counted.

VPDUE Frey recommended seeking clarification prior to approval about whether these courses count toward an undergraduate degree and if this is being advertised to high school students. A member noted the importance of knowing whether the courses also offer credits that count at a Community College.

Several members shared their concerns about how the course credits are counted. Chair Moyes recommended a new prefix and reducing the number of credits for each of the courses.

Action:

- Director Pierick will be invited to attend the May 13, 2022 UGC meeting to further discuss members' concerns about the ESPT courses.

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VI. Inter-departmental Consultations for UGC Course and Degree Requirements – Alejandro Gutierrez, Carolyn Jennings – 1:40pm – 1:50pm

During the October 22, 2021 UGC meeting, VPDUE Frey discussed a proposal for a formal UGC consultation process for modifications to degree requirements or new course proposals that impact other departments. The Policy Subcommittee met on March 17, 2022 to discuss potential policy language, and proposed revisions to the [Procedures and Policies for Approval of New Undergraduate Courses and Undergraduate Course Changes](#). The proposed revisions were discussed at the April 22, 2022 UGC meeting, and members agreed to further revise the language prior to endorsement.

The proposed revisions are available [here](#).

Requested Action: Members to vote during executive session on the proposed revisions to the Procedures and Policies for Approval of New Undergraduate Courses and Undergraduate Course Changes.

Chair Moyes shared a Google Doc, which included proposed revisions to the CRF policy regarding a formal consultation process for modifications to degree requirements or new course proposals that impact other departments. The proposed revisions are available [here](#).

A member noted that this issue was raised during a departmental meeting and wondered whether there is enforcement to encourage proposers to avoid creating courses that may overlap with other departments. Chair Moyes stated that academic freedom is important and that this policy revision will try to encourage instructors to avoid departmental overlap. Another member suggested adding language that requires instructors to request formal input from the other department to confirm that they have been consulted. The following revision was made to page 3 of the [Course Proposal Style Guide](#):

“3. If substantial (i.e. half the course or more) overlap is determined from the syllabus then UGC will ask those submitting the CRF to submit either a justification for the overlap or, better, a note from any potentially impacted programs as to lack of conflict. UGC will notify potentially impacted programs either way, and they will have the opportunity to provide their input.”

Action:

- During executive session, members endorsed the recommended language to the CRF Policy and the Course Proposal Style Guide regarding indication of potential overlap with another department.
- UGC Analyst will notify VPDUE Frey.

VII. Proposed Revisions to the CRF Policy – Alejandro Gutierrez, Carolyn Jennings – 1:50pm – 2:00pm

At their February 18, 2022 meeting, UGC endorsed the new [Supplemental Questionnaire](#), [Course Modification Guide](#), and [Course Modification Approval Rubric](#). A [memo](#) was transmitted to the Senate Chair on March 21, 2022, conveying UGC’s endorsement of the three forms. Per Executive Director Paul’s request, ALO Martin was invited to review the WSCUC components of the policy. ALO Martin’s comments are available [here](#).

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The Policy Subcommittee met on April 29, 2022 to review ALO Martin's comments and proposed additional edits to the [Procedures and Policies for Approval of New Undergraduate Courses and Undergraduate Course Changes](#).

The Policy Subcommittee's suggested edits are available [here](#) (pages 4 and 5).

GC Chair Hestir and UGC Chair Moyes also transmitted a [joint memo](#) to Department and Graduate Chairs on March 7, 2022 regarding online course tracking.

Requested Action: Members to vote during executive session on the proposed revisions to the CRF Policy.

Chair Moyes explained that the most recent revisions made to the UGC CRF Policy did not include revisions related to WASC. ALO Martin had transmitted a memo to Chair Moyes on April 15, 2022, expressing her concerns related to the WSCUC components of the policy. ALO Martin's comments are available [here](#). In light of ALO Martin's comments, the Policy Subcommittee made further revisions to the policy, available [here](#).

One member recommended revising the language related to content delivery because it appears to cause confusion for instructors and their flipped classes. VPDUE Frey clarified that face-to-face contact does not always mean in-person meeting.

Members agreed to revise the following language from Section III. 8:

"...faculty who are proposing to teach a course in which face-to-face contact represents less than one-third of the total contact hours per week..."

to the following:

"...courses in which less than 70% of their scheduled meeting time occurs in person..."

Chair Moyes also noted that language has been included to indicate that instructors are to provide a four-year curriculum plan.

Action:

- Members agreed to include the following language in the [Procedures and Policies for Approval of New Undergraduate Courses and Undergraduate Course Changes](#), Section III. 8: "Courses in which less than 70% of their scheduled meeting time occurs in person".
- The proposed revisions will be voted on during the May 13 UGC meeting.

VIII. UGC Goals and Priorities for AY 22-23– All – 2:00pm – 2:10pm

Requested Action: Members propose and discuss the Council's goals and priorities for the 2022-23 academic year.

Action:

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- Members are to add any goals and priorities for AY 22-23 to the [Google Doc](#) by Friday, May 13, 2022.
- UGC AY 22-23 goals and priorities will be discussed at the May 13, 2022 UGC meeting.

IX. Systemwide Review Items – Chair Moyes – 2:10pm – 2:15pm

A. [Negotiated Salary Trial Program Phase 2](#)

Requested Action: UGC to determine if committee will opine. If UGC decides to opine, identify a lead reviewer. Lead reviewer will provide comments by Monday, May 16, 2022.
Deadline for comments to the Senate Chair is May 27, 2022.

Action:

- Members decided not to opine on this item.
- UGC Analyst will notify the Senate Chair that UGC declines to opine.

B. [APM - 715 and APM – 760](#)

Materials are available in our shared UGC AY 21-22 Box folder [here](#).

Requested Action: UGC to determine if committee will opine. If UGC decides to opine, identify a lead reviewer. Lead reviewer will provide comments by Monday, May 23, 2022.
Deadline for comments to the Senate Chair is June 3, 2022.

Action:

- Members decided not to opine on this item.
- UGC Analyst will notify the Senate Chair that UGC declines to opine.

X. Other Business? – 2:15pm – 2:20pm

No other business was discussed.

XI. Informational Items:

- A. [The administration’s approval of the Writing Studies major, effective Fall 2022.](#)
- B. [Senate’s approval of the proposed revisions to the English Major and Minor, effective Fall 2023.](#)

XII. Executive Session – Voting Members Only – 2:20pm – 2:30pm

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