

Undergraduate Council (UGC)**Agenda****Tuesday, August 30, 2022****10:30am – 12:00pm****Zoom Information:**<https://ucmerced.zoom.us/j/84479214389>

Meeting ID: 844 7921 4389

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- I. **Welcome and Introductions – Chair Moyes – 10:30am – 10:45am**

- II. **Consultation with VPDUE Sarah Frey and Director for Summer Sessions Tammy Johnson – 10:45am – 10:55am**
 - A. Blanket approval for online Summer 2023 course proposals

Requested Action: Members engage in discussion and determine whether to vote on a blanket approval for Summer 2023 online courses. Voting will be conducted via email.

- III. **Chair’s Report – Holley Moyes – 10:55am – 11:05am**
 - A. Update on the August 21 and 22 Governance Retreat
 - B. Update on the Gallo School of Management Review

- IV. **Consent Calendar – 11:05am – 11:10am**
 - A. The Agenda
 - B. [UGC’s Conflict of Interest Policy](#)

- V. **UGC Resources – Chair Moyes – 11:10am – 11:15am**
 - A. [Senate website](#)
 - B. [UGC’s website](#) and [Box site](#)
 - C. [Meeting Schedule](#)
 - D. [Educational Continuity Website](#)
 - E. [Senate Policies and Procedures](#)
 - F. [Divisional Bylaws and Regulations](#)
 - G. [Systemwide Bylaws and Regulations](#)
 - H. [Principles to Guide the Practice of Executive Session](#)
 - I. [Consultation guidelines](#)
 - J. [Confidentiality](#) (page 5)
 - K. Distributing work on Undergraduate Council

This agenda may contain confidential and privileged material for the sole use of UGC Members.

All campus and systemwide review items will be posted on UGC’s Box folder and on the Senate website, here: <https://senate.ucmerced.edu/review-items>. Some review items may be assigned to one or more UGC reviewers before each scheduled meeting.

VI. UGC Representation on Subcommittees, Work Groups, and Systemwide Committees – 11:15am- 11:25am

A. Campus Representation

- Courses/Policies (need five UGC Senate Faculty Members. One member from each school to review courses, and two members to review policies)

This subcommittee reviews and makes recommendations to UGC members on new/revised courses and on policies related to undergraduate education.

Requested Action: Determine membership of this subcommittee.

- **Periodic Review Oversight Committee (PROC)**

UGC representative: UGC Chair Holley Moyes

The UGC representative on PROC attends each PROC meeting and reports back to UGC; takes turns acting as a lead reader for agenda items approximately once every two meetings (meeting materials are never more than 25 pages, and more typically less than 10, and the reader must read them in advance of the meeting and be prepared to weigh in on a specific questions); and participates in agenda item discussions, representing UGC’s perspective and deciding when UGC may need to weigh in on PROC business.

The first meeting is tentatively scheduled for September 13, 2022 from 1:00-2:30pm

Requested Action: Agree on UGC’s representation for AY 22-223.

- Support Services for Undocumented Students Work Group

Representative: Alejandro Gutierrez (continuing member)

This work group is charged to annually review efforts and report outcomes of services offered to support graduate and undergraduate undocumented students at UC Merced.

Charge is available [here](#).

No Action Requested

B. Systemwide Representation

- **University Committee on Educational Policy (UCEP)**

Representative: UGC Chair Holley Moyes

UCEP considers the establishment or disestablishment of curricula, colleges, schools, departments, institutes, bureaus, and the like, and on legislation or administrative policies involving questions of educational policy.

No Action Requested.

- **University Committee on International Education (UCIE)**

Representative: Michelle Leslie (continuing member)

Oversees all academic aspects of the UC Education Abroad Program, which operates in conjunction with offices on the campuses and serves all UC students. The committee is responsible for approving new programs, changes in programs, and all program courses and credits. The committee also oversees the regular formal review of programs and advises the President on the appointment of study center directors.

No Action Requested.

- **University Committee on Preparatory Education (UCOPE)**

Representative: TBD

Monitors and conducts periodic reviews and evaluations of preparatory and remedial education. In addition, the committee supervises the Entry Level Writing Requirement with special emphasis on establishing appropriate and uniform University-wide standards for the Analytical Writing Placement Examination. Each year the Committee selects the essay/prompt that is to be used in administration of the Analytical Writing Placement Examination and also sets the passing standard for the exam.

Requested Action: Identify UGC member to serve as the UCM representative on UCOPE.

VII. UGC Goals and Priorities for AY 22-23 – Chair Moyes – 11:25am – 11:35am

Members discuss the Council's goals for this academic year and propose additional goals.

VIII. Proposed Revisions to the CRF Policy – 11:35am – 11:50am

In Spring 2022, UGC proposed revisions to the [Procedures and Policies for Approval of New Undergraduate Courses and Undergraduate Course Changes](#). A [memo](#) was transmitted to the Senate Chair on March 21, 2022, conveying UGC's endorsement of the proposed revisions.

Per Executive Director Paul's request, ALO Martin was invited to review the WSCUC components of the policy. ALO Martin's recommended revisions are available [here](#).

In light of ALO Martin's recommended revisions, UGC proposed additional edits regarding online/hybrid modalities, a revised [memo](#) was transmitted to the Senate Chair on June 8, 2022.

Chair Moyes met with ALO Martin on Friday, June 17, 2022 to discuss modifications to the definitions for distance education. Following this meeting, Chair Moyes consulted with Policy Subcommittee member Alejandro Gutierrez. The additional proposed edits are provided in tracked changes on page 3 and 4 of the [Procedures and Policies for Approval of New Undergraduate Courses and Undergraduate Course Changes](#). A clean copy of the policy is available [here](#), with the amended section highlighted yellow.

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

IX. Any Other Business – 11:50am – 12:00pm

A. Campus Review Item - [Interim Procedure on Assurance of Lab Safety Compliance](#)

Requested Action: Decide if Council wants to opine. If Council decides to opine, identify a lead reviewer. Lead reviewer will send their comments to UGC Analyst by Monday, September 19, 2022.

Deadline for comments: Monday, October 3, 2022.

X. Informational Items

C. [UGC AY 21-22 Annual Report](#)