

Undergraduate Council (UGC)**Meeting Minutes****Tuesday, November 29, 2022****10:30am – 11:50am****I. Chair’s Report – Holley Moyes – 10:30am – 10:40am**

- A. November 8 and 18 Regular Check-in Meeting with GC Chair Scheibner, VPDUE Frey, and VPDGE Hratchian

Further discussions were held regarding the strike and final grading. Senate Chair LiWang and the Provost also plan to circulate a message to address concerns associated with the students marching in the halls, which is disrupting classes.

- B. November 15 Divisional Council Meeting

- Chair of the Faculty Advisory Committee on Sustainability (FACS) Mike Dawson summarized the proposal to establish a Sustainability Work Group (SWG) to facilitate the development of an updated campus 2030 Sustainability Strategic Plan. FACS also plans to transmit a memo to Vice Chancellor for Research (VCR) Wilson regarding the climate funding.
- The deadline to submit letters of intent for Senate grants is December 15, 2022, and the grant must be submitted by January 2023. The specific date in January has not yet been identified.
- Professor Paul Maglio is scheduled to deliver a talk called “Designing the Management School of the Future” at 9:30am on Thursday, December 1, 2022.
- SSHA has posted a faculty administrative position for the Degree Completion Program.

II. Consent Calendar – 10:40am – 10:45am

- A. The Agenda
- B. [November 8 meeting minutes](#)
- C. [Proposed revision to Senate Regulation Part I-Section 2-C \(Repetition of Courses\) regarding the ELWR C- repeat loophole](#)
- D. [Request for Professor Kristina Backer to teach COGS 130 online in Spring 2023](#)

Action:

- The Consent Calendar was approved as presented.
- UGC Analyst will update the Senate website accordingly (completed 11/29).
- UGC Analyst will draft a memo with the requested proposed revisions to SR I.2.C and invite voting members to review the draft memo before transmittal to the CRE Chair.

- UGC Analyst will notify CIS Chair Noelle of UGC's approval of the request for Professor Backer to teach COGS 130 online in Spring 2023 (completed 11/29).

III. Approval of Courses – Ryan Baxter, Felicia Lopez, Alexander Petersen – 10:45am – 11:05am

Courses are available at the links below.

Action:

- The following courses were approved, and Curriculog will be updated accordingly (completed 11/29):
 1. [PH - 190 - Advanced Topics in Public Health](#)
 2. [MIST - 138 - Systematic Financial Trading & Analysis](#)
 - Chair Moyes recommended that UGC transmit a memo to Department Chairs regarding online modality and providing curriculum plans.
 - UGC Analyst will work with the Registrar to include a requirement in Curriculog for proposers to provide their department curriculum plans.
 - Further discussions regarding online modality and curriculum plans will be discussed at a future UGC meeting.
 3. [BIO - 011L - Introduction to Molecular Biology Lab](#)
 4. [ECON - 144 - Economics of Immigration](#)

Action:

- The following course was rejected, and Curriculog will be updated accordingly:
 1. [CE - 120 - Strength and Sustainability of Materials](#) – UGC requested additional information regarding the topics covered in lectures and labs and how it differentiates from ENGR 151, how offering CE 120 and ENGR 151 separately would affect a student if they were to change majors from CE to ME, and to remove class restrictions. SoE Ex Comm will also be consulted.

Action:

- Discussion of the following course was tabled to the December 6 UGC meeting:
 1. [USTU - 101 - College Student Development: Encouraging Community, Sense of Belonging, and University Engagement in Undergraduate Transfer Students](#)

IV. Consultation with Associate Vice Chancellor for Enrollment Management Jill Orcutt, Institutional Research & Reporting Manager Gary Lowe, and Director of Admissions Dustin Noji – 11:05am – 11:20am

Enrollment targets and new majors

AVC Orcutt reported that UC Merced's enrollment target for Fall 2023 is a minimum of 9,400 students - 8,625 undergraduate and 775 graduate. The institution has set a goal of 15,000 students by 2030. Other than aggressive enrollment recruitment, the Office of Admissions has implemented several strategic initiatives to reach this goal.

Institutional Research & Reporting Manager Gary Lowe reported on data from the Institutional Research & Decision Support (IRDS) website regarding areas that could assist in enrollment growth at UC Merced. His team gathered data from other UC research campuses with similar enrollment numbers and limited majors and created a list of majors that UC Merced does not currently offer. Several dashboards were created revealing this information, which is available on the IRDS website [here](#), and a brief is available [here](#).

A member inquired about data relative to transfer students. AVC Orcutt reported that UC Merced does not have pathways for some of Merced Community College's largest degree programs, which results in many students choosing to attend another university. This also affects the referral pool. The referral pool is a group of students who have applied to the University of California and have met the UC eligibility requirements but were not offered admissions at any of the UCs they applied to. The Office of Admissions contacts these students with an offer to apply to UC Merced. Many students have declined UC Merced's offer because of the limited major offerings, such as Criminology and Business Administration Accounting. Director Noji and AVC Orcutt also noted the importance of major and emphasis naming to easily identify the track they are interested in pursuing.

V. Update on Summer Online – Ryan Baxter, Heather Bortfeld, Alejandro Gutierrez, and Holley Moyes – 11:20am – 11:30am

On October 27, 2022, members Bortfeld and Baxter, Chair Moyes, Director of Summer Session Johnson, Registrar Webb, and VPDUE Frey met to discuss the approval of courses with online modality for Summer 2024. Today, participants will provide a summary of the discussion.

Requested Action: Members to engage in discussion and determine next steps.

Action:

- This item was tabled for the December 6 UGC meeting.

VI. Proposal for a New Aerospace Engineering (AE) Minor – Francois Blanchette — 11:30am – 11:40am

The proposal was distributed to the Chairs of Senate Committees, the SNS Executive Committee, and the SSHA Executive Committee.

Lead reviewer's comments are available [here](#).

Comments:

[AFAC](#)

[CAPRA](#)

[LASC](#)

[ALO](#)

[EVC/Provost](#)

Requested Action: Discuss the proposal and associated comments. Vote on the proposal in executive session.

Member Blanchette briefly summarized his assessment of the Aerospace Engineering (AE) minor noting that the Program Learning Outcomes (PLOs) appear very similar to those for Mechanical Engineering. He also noted that the current list of prerequisites would be difficult for non-engineering students to fulfill. Lastly, he recommended adding MATH 131 to the list of technical electives.

Action:

- Voting members voted in executive session to endorse the proposal contingent upon the lead reviewer's concerns about PLOs being addressed.
- UGC Analyst will draft a memo with all associated comments and invite voting members to review the draft memo prior to transmittal to the Senate Chair.

VII. [Proposed Guidelines to Support Pilot of Concurrent Review for Undergraduate and Graduate Programs](#) – Chair Moyes – 11:40am – 11:45am

The Periodic Review Oversight Committee (PROC) invites UGC and GC to review proposed guidelines to support a pilot of a concurrent review for an undergraduate and graduate program.

Requested Action: Members to endorse the proposed guidelines.

VPDUE Frey clarified that this is an interim measure and not a departmental review. Chair Moyes recommended UGC hold future discussions regarding departmental reviews, and members shared no concerns about PROC's proposed guidelines to support pilot of concurrent undergraduate and graduate program reviews.

Action:

- Voting members voted in executive session to endorse the proposed guidelines.
- UGC Analyst will notify PROC Co-chairs Keske and Spitzmueller.
- Further discussions regarding departmental reviews will take place at a future UGC meeting.

VIII. New Business – All – 11:45am – 11:50am

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

Chair Moyes invited members to share recommendations for a SNS faculty member to serve on the Writing on Campus Work Group.

IX. Executive Session – Voting Members Only – 11:50am – 12:00pm

No minutes were recorded during the executive session.