

Undergraduate Council (UGC)

**Meeting Minutes**  
**Monday, February 27, 2023**  
**1:30pm – 2:55pm**

**I. Consent Calendar – 1:30pm – 1:35pm**

- A. The Agenda
- B. [February 13 Meeting Minutes](#)

**Action:**

- The Consent Calendar was approved as presented.

**II. Chair’s Report – 1:35pm – 1:45pm**

A. February 13 UCDC Meeting

- UC Merced Sociology Professor Tanya Golash-Boza has accepted the position of UCDC Director.
- UCDC is a program that offers internships to students, both paid and unpaid. Students can apply for a \$1,000 scholarship for the unpaid internships.
- Visiting Professor Christopher Den Hartog is stepping in as Interim Faculty Director.
- Diana Hernandez Garcia is the Program Coordinator.

**III. VPDUE Frey’s Report – 1:45pm – 1:50pm**

VPDUE Frey reported on the outcome of the P/NP grading option that was provided to undergraduate students in Fall 2022 during the strike noting that 2,159 students used P/NP for at least one of their classes. This resulted in a large increase compared to Fall 2019, Fall 2020, and Fall 2021, as shown in the screenshot below.

Term	Total UG Students with at least one P/NP	Total P/NP CRN Count	ECC In Effect
Fall 2022	2159	3212	Y
Fall 2021	733	757	N
Fall 2020	1983	3347	Y
Fall 2019	616	618	N

VPDUE Frey also expressed her gratitude for the Registrar’s Office and faculty’s hard work and determination to help mitigate the impacts for the students.

VPDUE Frey reported on the blown transformer in COB 2. The building was closed for three days due to no electricity but has reopened using generators, and there are plans for a more permanent transformer. All faculty were notified as quickly as possible, and VPDUE Frey is looking to improve the current campus communication channels.

#### IV. UGC Awards Subcommittees– 1:50pm – 2:00pm

##### A. [Distinguished Undergraduate Teaching Award for Non-Senate Faculty](#)

**Selection Process:** The Undergraduate Council (UGC) will form an ad-hoc committee from its membership to serve as the UGC Awards Committee with a minimum of three members.

Membership will include:

- At least one UGC Senate faculty who will also serve as Chair of the Awards Committee
- A UGC ex-officio member (VPDUE Frey or VCSA Nies)
- A Center for Engaged Teaching and Learning representative (UGC Analyst will contact a member of CETL)

**Action:**

- Vice Chair Bortfeld volunteered to serve as the Chair of the subcommittee.
- VCSA Nies volunteered to serve as the ex-officio member on the subcommittee.
- UGC Analyst will contact VPDUE Frey regarding a member of CETL to serve on the subcommittee.
- UGC Analyst will share the nominations with the subcommittee members following the March 24, 2023 deadline.
- The deadline for the subcommittee to provide their recommendation will be determined once the Spring Meeting of the Division date is finalized.

##### B. [Distinguished Undergraduate Teaching Award for Senate Faculty](#)

**Selection Process:** The Undergraduate Council (UGC) will form an ad-hoc committee from its membership to serve as the UGC Awards Committee with a minimum of three Senate faculty. Membership will include:

- Three Senate faculty (one from each School)
- A UGC ex-officio member (VPDUE Frey or VCSA Nies)
- Unit 18 Lecturer (UGC Analyst will contact a Unit 18 Lecturer)

**Action:**

- Members Baxter (SNS), Chandrasekhar (SoE), and Lopez (SSHA) volunteered to serve on the subcommittee.
- VPDUE Frey volunteered to serve as the ex-officio member on the subcommittee.
- Unit 18 Lecturer Hundley volunteered to serve on the subcommittee.
- UGC Analyst will share the nominations with the subcommittee members following the March 24, 2023 deadline.
- The deadline for the subcommittee to provide their recommendation will be determined once the Spring Meeting of the Division date is finalized.

**V. Campus Review Items – All - 2:00pm – 2:10pm****A. [B.S. in Public Health](#)**

The proposal was distributed to the Chairs of Senate Committees, the SNS Executive Committee, and the SoE Executive Committee. The policy governing the review and approval of Undergraduate Degree Programs is available [here](#).

On February 24, 2023, SSHA provided faculty comments on the proposal, available [here](#).

**AFAC, CAPRA, UGC, and SNS and SoE Executive Committees are lead reviewers.**

**Action:**

- Vice Chair Bortfeld volunteered to serve as the lead reviewer.
- All Senate and School Executive Committee comments are due to the Senate Chair by Tuesday, April 4, 2023, and will be shared with the lead reviewer.
- Lead reviewer will review all associated comments and send their assessment to UGC Analyst by Monday, April 17, 2023.
- All comments and lead reviewer's assessment will be discussed at the April 24 UGC meeting.

**B. [SSHA Cognitive & Information Sciences Honors Program](#)**

The proposal was distributed to the Chairs of Senate Committees, the SNS Executive Committee, and the SoE Executive Committee. The policy governing the review and approval of Undergraduate Degree Programs is available [here](#).

On February 24, 2023, SSHA provided faculty comments on the proposal, available [here](#).

**AFAC, CAPRA, UGC, and SNS and SoE Executive Committees are lead reviewers.**

**Action:**

- Member Blanchette volunteered to serve as the lead reviewer.
- All Senate and School Executive Committee comments are due to the Senate Chair by Tuesday, April 4, 2023, and will be shared with the lead reviewer.
- Lead reviewer will review all associated comments and send their assessment to UGC Analyst by Monday, April 17, 2023.
- All comments and lead reviewer's assessment will be discussed at the April 24 UGC meeting.

**C. [B.A. and Minor in Environmental Humanities](#)**

The proposal was distributed to the Chairs of Senate Committees, the SNS Executive Committee, and the SoE Executive Committee. The policy governing the review and approval of Undergraduate Degree Programs is available [here](#).

On February 24, 2023, SSHA provided faculty comments on the proposal, available [here](#).

**AFAC, CAPRA, UGC, and SNS and SoE Executive Committees are lead reviewers.****Action:**

- Member Petersen volunteered to serve as the lead reviewer.
- All Senate and School Executive Committee comments are due to the Senate Chair by Tuesday, April 4, 2023, and will be shared with the lead reviewer.
- Lead reviewer will review all associated comments and send their assessment to UGC Analyst by Monday, April 17, 2023.
- All comments and lead reviewer's assessment will be discussed at the April 24 UGC meeting.

**D. [SNS B.S. and Minor in Data Science and Computing](#)**

The proposal was distributed to the Chairs of Senate Committees, the SoE Executive Committee, and the SSHA Executive Committee. The policy governing the review and approval of Undergraduate Degree Programs is available [here](#).

**AFAC, CAPRA, UGC, and SoE and SSHA Executive Committees are lead reviewers.****Action:**

- Members Leslie and Baxter volunteered to serve as the lead reviewer.
- All Senate and School Executive Committee comments are due to the Senate Chair by Friday, April 7, 2023, and will be shared with the lead reviewer.
- Lead reviewer will review all associated comments and send their assessment to UGC Analyst by Monday, April 17, 2023.
- All comments and lead reviewer's assessment will be discussed at the April 24 UGC meeting.

**VI. Summer Online – Ryan Baxter, Heather Bortfeld, Alejandro Gutierrez, and Holley Moyes – 2:10pm – 2:30pm**

On February 13, 2023, members discussed Chair Moyes' draft plan for distance education in Summer session. Following the meeting, members recommended revisions to the draft plan via Box Share. The updated draft plan is available [here](#).

**Requested Action:** Members to engage in further discussion of the draft plan and members' recommended edits.

Chair Moyes shared the updated draft plan, which includes several members' recommended revisions and comments. Members discussed whether to develop an interim policy for the approval of Summer 2024 remote courses or to leave as is and review exceptions. The current draft plan would allow faculty to submit remote course requests for Summer 2024 by October 31, 2023.

Several members expressed that they prefer a different method than what is currently used for reviewing and approving Summer online courses because UGC does not have the

bandwidth to review every request. Others believe that the same process used for requesting remote courses during the academic term should apply to Summer sessions to ensure that the same quality education is being offered to students.

A member noted their concerns with distinguishing synchronous from asynchronous courses stating that the design of the class is more important than the modality of the class. Drawing the distinction between the two insinuates that one modality is better than the other, which is not the case. Another member argued that some literature suggests that synchronous courses are more effective.

Members agreed to remove number 5 from the list: “*New courses will not be approved for Summer Session online offerings, with the exception of topics courses that are inherently variable in content*” because intentionally designing new classes for online delivery is the best scenario for achieving high quality online learning.

Chair Moyes asked the membership if they feel that UGC should approve the list of courses submitted from each School after the Department Chairs review and approve the requests from their faculty. A member noted that being a former Department Chair themselves, Department Chairs tend to create Summer courses quickly without pedagogical consideration, and therefore, UGC should review the requests from a pedagogical perspective. Another member wondered what information UGC would have to make such approvals, and a suggestion was made to request syllabi. Chair Moyes concluded that UGC could develop an interim policy for Summer 2024, and the membership can assess how well it worked to inform a future policy.

A member advocated for UGC review and approval of all Summer remote course requests regardless of the workload. Another member stated that a separate supplemental questionnaire form could be used to help UGC review in a timely manner; however, this raised the question as to why faculty would undergo the entire process to request online modality for Summer session but not check the box to allow for online modality during all terms. There would have to be an abbreviated process for requesting Summer remote courses only; however, there is insufficient time to develop an abbreviated process for Summer 2024. There was also a recommendation to have OIT review and filter the requests and make recommendations to UGC. Further discussion will take place at a future UGC meeting.

**Action:**

- UGC Analyst will circulate a straw poll via email for members to indicate whether they would like to continue to work on an interim policy for the approval of Summer 2024 remote courses.

**VII. Approval of Courses – Ryan Baxter, Felicia Lopez, Alexander Petersen – 2:30pm – 2:55pm**

Courses are available at the links below.

**Extension courses (effective term Fall 2023) - Interim Director of Extension Michael Pierick and Associate Dean of Extension Fanis Tsoulouhas:**

The following courses were previously reviewed at the [May 13, 2022 UGC meeting](#). Following the meeting, UGC transmitted a [memo](#) to University Extension requesting several revisions. The courses have been revised and are pending UGC's review and approval again. Today, Interim Director Pierick and Associate Dean Tsoulouhas are joining the meeting to further discuss the courses and answer any questions from the membership.

Associate Dean Tsoulouhas noted that each of the four ESport courses have been updated to reflect 2 semester units instead of 4, a new prefix of BUS-X, and to obtain an academic department sponsorship. The full course proposal packet is available [here](#).

A member shared the faculty concerns associated with the new BUS prefix. The new prefix could be used by any faculty member creating a new course, and because the prefix does not have a home department, the course request could end up traveling through the incorrect workflow in Curriculog. Associate Dean Tsoulouhas stated that Extension works closely with departments, and Extension does not control the curriculum, departments do.

After the guests exited the meeting, a member noted their concern with the delivery method of Extension courses, particularly a 4-day 2-unit course offered at a high school, which corresponds to a 19 hour day. A mechanism for regulating Extension course offerings and further discussion with University Extension Dean Jill Orcutt was recommended.

**Action:**

- Members agreed to engage in further discussion at a future UGC meeting regarding the delivery of Extension courses, and Dean of Extension Jill Orcutt will be invited to join the discussion.
- The following courses were approved, and Curriculog will be updated accordingly (completed 2/28):

1. [BUS - X002 - Introduction to Esports Organizations](#)
2. [BUS - X005 - Culture and Communications in Esports](#)
3. [BUS - X010 - Esports Marketing](#)
4. [BUS - X011 - Esports Project Management and Operations](#)
5. [CCST - 014 - Introduction to Nahuatl Literature, Language and Culture](#)  
(cross-listed; Fall 2023)
6. [ENG - 089 - Introduction to Nahuatl Literature, Language and Culture](#)  
(cross-listed; Fall 2023)
7. [SPAN - 014 - Introduction to Nahuatl Literature, Language and Culture](#)  
(cross-listed; Fall 2023)
8. [CSE - 141 - Introduction to Compiler Construction](#)
9. [EE - 060 - Boolean Algebra and Digital Circuits](#)
10. [MSE - 152 - Materials Processing & Performance II: Materials Selection](#)
11. [PSY - 154 - Social Cognition](#)

**Action:**

- The following course was rejected, and Curriculog will be updated accordingly (completed 2/28):
  1. [AE - 173 - Aerospace Propulsion](#) – request clarification for not including prerequisites, or ask the proposers to add a prerequisite(s) (perhaps those listed for ENGR 130).

**Action:**

- Members agreed to review the following courses via email:
  1. [CSE - 108 - Full Stack Web Development](#)
  2. [PHYS - 003 - The Solar System and the Search For Life Beyond Earth](#)

**VIII. New Business – All – 2:50pm – 2:55pm**

No New Business was discussed.

**IX. Executive Session – Voting Members Only – 2:55pm – 3:00pm**

No Executive Session was held.