[Undergraduate Council](#) (UGC)
Meeting Minutes
Monday, April 10, 2023
1:30pm – 2:55pm

I. **Consent Calendar – All - 1:30pm – 1:35pm**
    A. The Agenda
    A. [March 13 Meeting Minutes](#)
    B. [Revised Writing on Campus Working Group Charge](#)

    Action:
    ➤ The Consent Calendar was approved as presented.

II. **Approval of Courses – Ryan Baxter, Felicia Lopez, Alexander Petersen – 1:35pm – 1:45pm**
    Courses are available at the links below. The CRF Subcommittee's recommendations are available [here](#).

    Action:
    ➤ The following courses were approved and Curriculog will be updated accordingly:

    1. [CRES - 040 - Introduction to Black Studies](#)
    2. [MSE - 119 - Computational Materials Science](#)

    Action:
    ➤ The following course was rejected and Curriculog will be updated accordingly

    1. [ENGR - 091 - Professional Development: People in an Engineered World](#) – request clarification on freshmen restriction.

III. **Campus Review Item – [SoE B.A in Data Science and Analytics](#) – Ryan Baxter and Michelle Leslie – 1:45pm – 1:55pm**
    The proposal was distributed to the Chairs of Senate Committees, the SNS Executive Committee, and the SSHA Executive Committee. The policy governing the review and approval of Undergraduate Degree Programs is available [here](#).

    Lead Reviewers: Ryan Baxter and Michelle Leslie
    Lead reviewers' assessment is forthcoming.

    Comments:
    [AFAC](#)
    [CAPRA](#)

NSEC
ALO
EVC/Provost
VPDUE

Requested Action: Members discuss the proposal and lead reviewers' assessment.

Member Leslie summarized the following points of her assessment:
- The addition of new faculty.
- The distinction between this program and the SNS Data Science and Computing program.
- Counting foundational courses toward both Data Science programs.
- Tracking both retention in the major and major switching behaviors.
- Similarity of the names of the two data science majors and how students would be able to understand the differences between the two programs.

Member Petersen noted that he had met with proposers of both Data Science program proposals and developed an inclusive naming format – "Data Science and X". To differentiate between the two programs, member Petersen and the proposing team also modified the Data Science and Analytics degree from a B.S. to a B.A. Lastly, he noted that "Business Analytics" would be too narrow a scope. A member recommended providing a website link to students interested in Data Science with information about the different aspects of each program; however, VCSA Nies pointed out that students appear to be using social media platforms more than websites these days. Another member recommended recruiting events, which are conducted by Admissions.

Action:
➢ Members agreed to further discuss the proposal and lead reviewers' assessment at the April 24 UGC meeting, along with the proposal and lead reviewers' assessment of the proposed B.S. in Data Science and Computing.
➢ Voting members will be invited to review and approve the lead reviewers' draft memos following the April 24 UGC meeting.

IV.   **Memo from the Registrar Re: Course Proposal Cleanup** – **Heather Bortfeld – 1:55pm – 2:05pm**
The Registrar's Office is requesting an administrative clean-up process that resolves stagnant course proposals and invites UGC to opine on the proposed process implementation.

Requested Action: Members to discuss the Registrar's memo. If there are no concerns, members vote in executive session to endorse the proposed process for course proposal cleanup.

Registrar Webb reported that the Registrar's Office would like to create an administrative clean-up process to remove stagnant courses in Curriculog (two academic year-old+ proposals). The Registrar would provide Curriculum Managers with a list of stagnant

proposals, and the Curriculum Managers would consult with the proposers prior to deletion of their proposed course(s).

Action:
- ➢ Members unanimously endorsed the proposed process for course proposal cleanup.
- ➢ UGC Analyst will notify the Registrar's Office.

V.   **Revised SoE Proposal for a B.S. in Chemical Engineering[1] - Alexander Petersen and Ryan Baxter – 2:05pm – 2:15pm**
On December 21, 2022, UGC offered comments on the proposal for a B.S. in Chemical Engineering.

On February 24, 2023, DivCo transmitted a response inviting the proposers to address several comments.

On March 30, 2023, the proposers provided a response and a revised proposal, available here.

Lead Reviewers: Alexander Petersen and Ryan Baxter

Requested Action: Today, the lead reviewers will provide an update on the revised proposal. UGC to vote in executive session on the revised B.S. in Chemical Engineering proposal.

Member Petersen summarized the Chemical Engineering proposers' response to UGC's and DivCo's concerns, highlighting the following main points:
- It is relatively normal for students to take Chemical Engineering-focused coursework beginning their third year.
- Proposers addressed the 6-unit summer lab course noting that it is typical for a Chemical Engineering program; however, as the program grows, the proposers plan to offer this lab course during semester terms.
- Proposers have consulted with Academic Planning in the Provost's office regarding enrollment projections and student demand. Although there is not much data available, proposers will work closely with Chemistry departments regarding pathways between the two programs and on resource implications. Proposers also pointed out that the UCLA transfer rate of students from Chemistry to Chemical Engineering is 3%, relative to an overall transfer rate out of Chemistry of 23%.
- Proposers updated the General Education requirements.

Member Petersen concluded his assessment stating that the proposers did a great job of addressing the concerns and recommended approval of the revised proposal for a B.S. in Chemical Engineering.

Action:
- ➢ Members voted to approve the revised SoE proposal for a B.S. in Chemical

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[1] Recusals: Valerie Leppert

Engineering (9 in favor, 0 opposed, 1 abstention).
➢ UGC Analyst will notify Senate Chair LiWang.

VI. **Consultation with SNS Dean Dumont and Dr. Vener – 2:15pm – 2:35pm**
   A. [Update on Medical Education](#)

   Dean Dumont summarized her PowerPoint presentation, linked above, highlighting the following points:
   - The program consists of a baccalaureate and admissions pathway. Students are admitted into UCSF with provisional acceptance into School of Medicine after four years.
   - Students complete their pre-clinical work at UCSF main campus and then matriculate to UCSF Fresno for their clinical training. SJV + PRIME is a new iteration, where 15 students will be enrolled in a B.S/M.D. pathway starting at UC Merced.
   - In November, UC Merced received over 1,200 applicants. Using certain criteria, such as the applicants' link to the San Juaquin Valley, GPA, etc., Admissions narrowed this number down to 15 students. Those 15 students will join UC Merced this Fall with provisional acceptance into UCSF School of Medicine at the end of their four years of undergraduate education.
   - Expansion of admittances will recur over time, and UC Merced will eventually have its own independent Medical School.
   - The required courses of the baccalaureate workstream are not all science-related, but rather related to how to be a good, thoughtful person and a good community member.
   - A new Spark course about San Juaquin Valley health has been approved, and Merritt Writing Courses will be discussed at VPDUE Frey's upcoming Course Design Institute.
   - A Health Scholars Learning Community was developed for students who were not accepted into the program but who were shown to be very good students. This learning community will provide them with several opportunities, including research experience, and will connect them with clinical and observation-ship experiences, acceptance into a Summer Bridge program, guarantee on-campus employment, etc.
   - A new full-time Director of Pre-Health Advising will join UC Merced beginning May 1, 2023.

   Dean Dumont and Dr. Vener will provide UGC with updates on medical education once a semester.

VII. **Summer Remote Instruction – Ryan Baxter, Heather Bortfeld, Alejandro Gutierrez, and Holley Moyes - 2:35pm – 2:50pm**
   On March 13, 2023, members discussed Holley Moyes' updated draft plan for remote instruction in Summer session. The updated draft plan is available [here](#). UCLA's policy for Distance Instruction in Summer Session is available [here.](#)

Following the meeting, Heather Bortfeld and Holley Moyes attended each Schools' Department Chairs meetings to solicit feedback from the faculty on the draft interim policy.

Requested Action: Today, Heather Bortfeld and Holley Moyes will debrief the membership of their visits to the Department Chairs meetings. Members to discuss the updated draft plan and agree on an interim policy.

Former UGC Chair Holley Moyes joined the meeting to further discuss the proposed interim policy for Summer Remote Instruction.

Members agreed to the following additional revisions:
- o   Remove the deadline and note that the policy is effective for Summer 2024 course proposals.
- o   In number one, replace "vetted and approved" with language regarding a recommendation.

Action:
- ➢ Members are to review the updated interim policy and let Melanie know of any additional revisions/concerns. Hearing no objections **by 10:00am, Monday, April 17, 2023,** the interim policy will be considered approved and transmitted to DivCo.

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

VCSA Nies will engage UGC members in conversation at a future UGC meeting regarding admissions targets and increasing undergraduate enrollment numbers for the next academic year.

GEEC Co-Chair Justin Hicks reported that UGC will be consulted regarding a Spark pilot program that GEEC has been working to implement.

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

No meeting minutes were recorded during the executive session. The action items were shared with UGC voting members.

X.   Informational Items
A. Chancellor's approval of the Electrical Engineering Department