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Undergraduate Council (UGC)
Meeting Minutes
Monday, April 24, 2023
1:30pm – 2:45pm

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I.   **Consent Calendar – All - 1:30pm – 1:35pm**
    A. The Agenda
    B. April 10 Meeting Minutes

      Action:
      ➢ The Consent Calendar was approved as presented.

II.   **Chair's Report – Heather Bortfeld – 1:35pm – 1:40pm**
    A. April 17 DivCo Meeting

Further discussions were held regarding the Gallo School of Management pre-proposal. The campus has hired the Penn Cannon Group as the mediator who has previously worked with the Chancellor and other UC entities. Chair Bortfeld will provide a more detailed report at the May 8 UGC meeting.

III.   **Approval of Courses – Ryan Baxter, Felicia Lopez, Alexander Petersen – 1:40pm – 1:50pm**
Courses are available at the links below. The CRF Subcommittee's recommendations are available here.

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

      1. ENGR - 091 - Professional Development: People in an Engineered World – pending the removal of the "Freshman" checkbox being checked. UGC Analyst confirmed that this change has been implemented.
      2. CRES - 040 - Introduction to Black Studies
      3. ENGR - 091 - Professional Development: People in an Engineered World

IV.   **Review of AY 23-24 Catalog Updates – Santosh Chandrasekhar, Francois Blanchette, and Felicia Lopez - 1:50pm – 2:00pm**

SSHA: https://ucmerced.box.com/s/yq3ei3bjjuv59k1jhxl57ycdtmqlqba3
SoE: https://ucmerced.box.com/s/k1p1ltrzrg6egcf687trul5laecjodyf
SNS: https://ucmerced.box.com/s/xs3tkyxl0v2mcit2bajbmm71r7z26uc5
GE: https://ucmerced.box.com/s/amtfpe9l6j1n5g2603xhj2d7mncrvu4t

The Catalog Review Committee's comments are available here.

Requested Action: Catalog Subcommittee provides its recommendations on the AY 23 – 24 Catalog Updates. UGC approves the Catalog Updates and notifies the Registrar by May 1, 2023.

The lead reviewer for the SNS Catalog agreed with the proposed revisions and recommended approval.

The lead reviewer for the SoE Catalog noted that the Electrical Engineering (EE) major did not include a list of transfer requirements while all other Engineering majors did. The SoE Curriculum Manager clarified that transfer students will not be accepted until Fall 2025 for the EE major, and therefore, the transfer requirements have not yet been established.

The lead reviewer for the SSHA Catalog noted their concern regarding Public Health requiring their own version of a statistics course. Vice Chancellor for Student Affairs (VCSA) Nies noted that requiring a specific statistics course for a major/minor creates a barrier for transfer students because the course is often not available at community colleges. The SSHA Curriculum Manager clarified that the SSHA Course Articulation Analyst has worked closely with the Admissions Office and the Public Health faculty to ensure the statistics course is more accessible. A member noted the importance of encouraging the proposers to articulate the new course with other courses across campus that may be equivalent.

Lastly, a member recommended edits to the language in the GE Catalog, to which Registrar Webb confirmed that she can implement without the GEEC's approval.

Action:
➢ The AY 23-24 SSHA, SoE, SNS, and GE Catalog updates were approved.
➢ Registrar Webb agreed to implement member Blanchette's minor editorial recommendations in the GE Catalog.
➢ UGC Analyst will notify Registrar Webb (completed 4/25).

V.   **Campus Review Items – 2:00pm – 2:35pm**
      The policy governing the review and approval of Undergraduate Degree Programs is available here.

  A. **SNS B.S. and Minor in Data Science and Computing – Ryan Baxter and Michelle Leslie**

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

Comments:
CAPRA
LASC
SSHA CC
ALO
EVC/Provost
VPDUE

The following were invited to review the proposal but have not shared any comments:
AFAC
SoE EC

Requested Action: Members discuss the proposal and lead reviewers' assessment, along with the SoE B.A. in Data Science and Analytics proposal and associated comments. Voting Members to vote in executive session to endorse the proposal if there is consensus.

The lead reviewers summarized their assessment noting their strong support for the proposal. They were particularly pleased with the removal of calculus as a requirement for the minor and that the proposers have included a strong pathway for transfer students. Although there is not an equivalent to Data Science 008 at California Community Colleges, proposers have noted that this is being addressed systemwide. The proposed major would also use existing resources; however, the lead reviewers questioned whether new faculty lines will be needed. The lead reviewers also recommended the proposers for both Data Science proposals collaborate on the naming and switching between the two majors.

Action:
➢ UGC unanimously approved the proposal with recommendations.
➢ UGC Analyst will work with the lead reviewers to draft a memo.
➢ Voting members will be invited to review the draft memo prior to transmittal to the Senate Chair.

B. **SoE B.A. in Data Science and Analytics**[1] **– Ryan Baxter and Michelle Leslie**
The proposal and associated comments were discussed at the April 10 UGC meeting, and members agreed to discuss it again along with the review of the SNS B.S. in Data Science and Computing major proposal.

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

Comments:
AFAC
CAPRA

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[1] Recusal: Alexander Petersen

NSEC
ALO
EVC/Provost
VPDUE

Requested Action: Members discuss the proposal and lead reviewer's assessment. Voting Members to vote in executive session to endorse the proposal if there is consensus.

Members shared concerns regarding the naming of both Data Science proposals, and believed that naming all Data Science proposals, "Data Science and blank", will create confusion for incoming students who are choosing a major from a drop-down list. VPDUE Frey also pointed out that students register for their first classes before being assigned an advisor, and therefore, are not given guidance on the distinction between the two majors when first registering.

UGC voting members agreed to approve both Data Science proposals with the recommendation that the proposers of both proposals collaborate on the naming of the programs.

Action:
- ➢ UGC approved the proposal with recommendations (9 in favor, 0 opposed, 1 abstention).
- ➢ UGC Analyst will work with the lead reviewers to draft a memo.
- ➢ Voting members will be invited to review the draft memo prior to transmittal to the Senate Chair.

C. **SSHA B.A. Degree and Minor in Environmental Humanities** – **Alexander Petersen**

Lead Reviewer: Alexander Petersen
Lead reviewer's assessment is available here.

Comments:
CAPRA
ALO
EVC/Provost

The following were invited to review the proposal but have not shared any comments:
AFAC
VPDUE Frey
NSEC
SoE EC

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Requested Action: Members discuss the proposal and lead reviewer's assessment. Voting Members to vote in executive session to endorse the proposal if there is consensus.

Member Petersen summarized his assessment highlighting the following concerns:

- The proposal notes that SPARK seminars count for any of the lower division requirements, which is unclear given the few required courses. The proposers should also be aware that double counting of SPARK for other program requirements is not allowed.
- No new faculty are required to deliver the program.
- The substitution criteria for the introductory course are broad.
- Primary instructors are included in the 5-year teaching plan; however, there is no mention of backup instructors.

UGC voting members agreed to approve the proposal with several non-substantial recommendations, as to not delay the implementation of the program.

Action:
- ➢ UGC approved the proposal with recommendations (9 in favor, 0 opposed, 1 abstention).
- ➢ Members are to review the lead reviewer's draft memo, available [here](). Alejandro Gutierrez should recuse from reviewing.
- ➢ Hearing no objections **by 10:00am, Friday, April 28, 2023,** the memo will be considered approved and transmitted to the Senate Chair.

D. **[SSHA B.S. Degree in Public Health]() – Heather Bortfeld**

Lead Reviewer: Heather Bortfeld
Lead reviewer's assessment is available [here]().

Comments:
[CAPRA]()
[ALO]()
[EVC/Provost]()
[VPDUE]()

The following were invited to review the proposal but have not shared any comments:
AFAC
NSEC
SoE EC

Requested Action: Members discuss the proposal and lead reviewer's assessment. Voting Members to vote in executive session to endorse the proposal if there is consensus.

Chair Bortfeld summarized her assessment of the proposal highlighting her main concern regarding the mention of emphasis tracks. The proposal links the Public Health major to medical and other health professional schools by outlining in the curriculum the "elective requirements for those seeking Pre-Med emphasis". UGC found this confusing, as "emphasis" is a term for another type of undergraduate program. UGC voting members approved the proposal with the strong recommendation to remove this language.

Action:
- ➢ UGC unanimously approved the proposal with recommendations.
- ➢ UGC Analyst will work with the lead reviewer to draft a memo.
- ➢ Voting members will be invited to review the draft memo prior to transmittal to the Senate Chair.

E. **SSHA Cognitive & Information Sciences Honors Program** – **Francois Blanchette**

Lead Reviewer: Francois Blanchette
Lead reviewer's assessment is available here.

Comments:
CAPRA
LASC
ALO
EVC/Provost
VPDUE

The following were invited to review the proposal but have not shared any comments:
AFAC
NSEC
SoE EC

Requested Action: Members discuss the proposal and lead reviewer's assessment. Voting Members to vote in executive session to endorse the proposal if there is consensus.

Member Blanchette summarized his assessment and inquired about a definition for an Honors program. He noted that it was difficult to review the proposed program without a definition of what an Honors program is; however, the proposed program seemed to closely align with other Honors programs on campus.

Member Blanchette also noted his concern regarding the requirement of a preparatory course prior to the year the student would complete their senior thesis. However, the course is called senior thesis and is restricted to senior students. The SSHA Curriculum Manager confirmed that the proposers have already changed the title of the course to

"Cognitive Science Thesis" and have changed the prerequisite to make the course available to juniors.

With this point clarified, UGC voting members approved the proposal.

Action:
➢ UGC unanimously approved the proposal.
➢ UGC Analyst will work with the lead reviewer to draft an approval memo and transmit it to the Senate Chair (complete 4/25).

VI.   **Systemwide Review - Best Practices for Using Chat in Virtual Academic Senate Meetings – Chair Bortfeld – 2:35pm – 2:40pm**
Academic Council issued a letter from UC Rules and Jurisdiction offering guidance for the use of chat in virtual Senate meetings. Senate committees have been invited to review the recommendations outlined in the memo, linked above.

Requested Actions: Members to discuss the memo and provide comments. If members have no concerns, vote in executive session to endorse the memo.

Members were invited to review and comment on the recommendations via email.

VII.   **New Business – All – 2:40pm – 2:45pm**

No new business was discussed.

VIII.   **Executive Session – Voting Members Only – 2:45pm – 3:00pm**

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

IX.   **Informational Items**
A. April 3 UCEP Meeting Update – Professor Moyes