[Undergraduate Council](#) (UGC)
Meeting Minutes
Friday, November 8, 2024
2:00pm – 3:30pm

I.   **Consent Calendar – 2:00pm – 2:05pm**
   A. Today's Agenda
   B. [October 25 Meeting Minutes](#)

   Action:
   ➢ The Consent Calendar was approved as presented.

II.   **Chair's Report – Chair Sharping – 2:05pm – 2:15pm**
   A. October 30 Shared Governance Retreat

   - The following four topics were discussed:
     1. **Financial reporting systems** - vendors and graduate students are not getting paid, and it has become difficult to place orders. This is an ongoing issue.
     2. **Enrollment growth** – The new Vice Chancellor for Enrollment Management, Scott Hagg, was introduced. Participants discussed the desire for greater faculty involvement in enrollment growth, however, the strategies for doing so are not clear.
     3. **Graduate Student Preparation and Growth** - adding programs, such as hybrid degree programs, and providing alternative options for graduate students in terms of advancing the research enterprise and mission.
     4. **Advancing Research Enterprise and Mission** – UC Merced is expecting R1 soon and reviewing (Advancing Campus Evolution) ACE classification.

   B. November 4 DivCo Meeting

   - UC Merced is performing well, but the UC system anticipates state budget cuts. Scenario planning is in progress, and collaboration with CAPRA and Senate Chair Mitchell is ongoing for budget strategies.
   - A Cybersecurity Townhall was held last week to inform the campus community about new systemwide security mandates that were released a year ago. Updates emphasize using Eduroam, staying aware of alerts, and adhering to IT deadlines. More information will be provided by IT soon.
   - Senate Vice Chair Monroe reported that the recent Governance Retreat was successful, interviews for the Vice Chancellor for Student Affairs position are ongoing, and PROC is preparing for an administrative review meeting before Thanksgiving.
   - CAP Chair Barlow summarized the Senate and Administrative comments

on the MAPP revisions. The proposed revisions aim to align teaching faculty with research faculty standards, enhance equity and diversity (EDI), and review requirements like Quinquennial and Equity reviews. CAP and others are actively working on these updates.

- Campus Police Chief Her attended the meeting to discuss campus police roles. There are 19 officers (2 vacancies), with VC & Chief Diversity Officer Saenz overseeing the Police Advisory Board (PAB). PAB complaints are publicly posted, and members discussed 40 mm soft-tip launchers and scooters.
- DivCo endorsed the Proposed Revisions to Senate Regulation 479 and the Proposed New Senate Regulation 627 (Posthumous Awarding of Degrees).

C. November 4 UCEP Meeting

- Concerns arose over the reorganization of the UC Davis writing program. The Academic Senate is involved in ensuring that Senate authority is maintained, and stakeholder dialogues are helping resolve issues.
- A work group on AI and Academic Policy will begin in November, and a survey is forthcoming.
- An Instructional Modalities Task Force provided guiding principles but no specific recommendations. A follow-up committee may reconvene in the Spring.
- Members discussed Cal-GETC, credit for prior learning, and concerns about external testing services. The State Auditor's report suggests improvements for transfer processes, and FAFSA issues were noted.
- Legislation permitting employment of undocumented students was vetoed, though alternative schemes are being explored.
- Members discussed the need for updated data to assess UC Online Program success and effectiveness.
- Members held discussions regarding progress with online program managers and the academic calendar conversion, with concerns about task force engagement and direction.
- A work group is actively working on the proposal to convert quarter campuses to the semester system and address concerns that have been raised.
- Academic Personnel Manual (APM) Compliance: Review of policies 015/016 is underway to ensure statutory compliance, with final recommendations expected by December.
- The Mortgage Origination Program (MOP) is a highly subscribed loan program that requires additional funds. Chancellors can contribute, and campuses may soon receive funding to support it.
- Searches are ongoing or upcoming for several new leadership roles: a UC President search has started, the VPAAP search begins April 2025, the UCSB Chancellor search is active, and the UCR Chancellor search has not yet begun.
- CSU plans to offer doctoral programs that do not duplicate existing UC programs.

- A work group on doctoral education is concluding its report. Studies on remuneration, benefits, employee engagement, and separations are ongoing.

III.   **Vice Chair's Report – Alejandro Gutierrez – 2:15pm – 2:25pm**
      A. October 18 Meeting with Advising Directors – Double Majors and Minors

Vice Chair Gutierrez summarized the following main points raised during the October 18 meeting with the Advising Directors:
1. For double majors, only one lower division course can count for two majors or both a major and a minor. Advisors find this to be the main obstacle that prevents students from double majoring or acquiring a minor and noted that it would be more useful for an upper division course to double count.
2. Several prerequisites are required for the courses needed to acquire a minor that are not a part of the minor, thus drastically extending the timeline for completion of a minor.
3. For certain majors, there are not a lot of extra units that can be taken for another major or minor.

Of the three aforementioned obstacles, members determined that recommending revisions to the policy for sharing units would be the most beneficial. Vice Chair Gutierrez offered possible solutions including an upper division course or more than one lower division course to count toward two majors or both a major and a minor.

Registrar Webb shared the Senate policy on Multiple Majors:
https://senate.ucmerced.edu/node/991#p2s1b2

"No more than 12 upper-division units (excluding units required for School and university-level general education) may be used to satisfy requirements for all majors simultaneously, whether these units are explicitly required by the majors or count as electives toward the majors."

VPDUE Bergerson shared the policy specific to minors:
https://senate.ucmerced.edu/sites/senate.ucmerced.edu/files/page/documents/minorspolicyfinal9.14.10.pdf

"Only one course may be used to satisfy two minor programs' requirements. Only one course may be used to satisfy both a minor and a major requirement. Work for the minor must be completed within the maximum number of units allowed by the student's School. If the student's major and minor are in different Schools, the higher unit maximum will apply. Proposals for minors are evaluated according to the "Review and Approval of Undergraduate Degree programs" policy of UGC. All proposals for minors should include Program Learning Outcomes and an assessment plan. Students must consult the UC Merced General Catalogue for prerequisites to required courses. The minor will appear on the student's transcript and diploma."

Action:
  - ➢ Members determined to propose edits to the minor policy to allow more than one course to satisfy two minor programs' requirements or to satisfy both a minor and a major requirement.
  - ➢ Chair Sharping and Vice Chair Gutierrez will propose edits to the current policy.
  - ➢ Further discussion will take place at a future UGC meeting.

IV.   VPDUE Bergerson's Report – 2:25pm – 2:35pm
  A. Guidance on student absence due to illness

  VPDUE Bergerson reported that several faculty members have inquired about requiring sick notes when their students are absent due to illness but that the health center is no longer providing these for students because 1) they need to dedicate more of their time to see students who are truly ill instead of writing notes for those who ask for an excused absence, and 2) nationally, the requirement for sick notes has decreased. This is due to individuals not having equitable access to healthcare providers who can write a sick note, but also with the uprising of mental health concerns, requiring a sick note has been considered an invasion of privacy.

  VPDUE Bergerson asked for two or three UGC volunteers to meet and develop guidance for the faculty regarding his issue.

  Action:
  - ➢ Members Crawford, Varnot, and Chandrasekhar volunteered to work with VPDUE Bergerson to develop guidelines for the faculty.
  - ➢ VPDUE Bergerson will schedule a meeting with the three UGC members to meet and discuss.
  - ➢ UGC Analyst will consult with Executive Director Paul regarding how to provide the guidance from the Senate (on the Senate website, in the UGC Handbook, email to faculty, etc.)
  - ➢ Further discussion will take place at a future UGC meeting.

V.   Campus Review Item – Greg Wright and Aurora Pribram-Jones – 2:35pm – 2:50pm
  A. [Interim Policy on Expressive Activities and Assembly: Protests, Demonstrations, Non-University Speakers and Signage on Campus and in University Facilities](#)
      This Policy and associated procedures are designed to protect and promote the rights of members of the university community, including the right to freedom of expression, to prevent interference with university functions or activities, to protect university facilities and to assure compliance with all pertinent laws and other applicable University policies.

      Lead Reviewers: Aurora Pribram-Jones and Greg Wright
      The lead reviewer's draft memo is available [here](#).

Member Pribram-Jones summarized the draft memo, which mainly consists of comments pertaining to the definitions and clarifying ambiguities throughout the interim policy. Other minor concerns are included in the memo such as the harsh language regarding the cancellation of all reservations for non-university speakers if they fail to pay all fees, as well as language pertaining to reasonable fear and personal safety.

Members shared no additional concerns and voted to approve the draft memo in the executive session.

Action:
➢ Voting members voted in executive session to approve the draft memo (9 in favor, 0 opposed, 1 member not present during voting).
➢ UGC Analyst will transmit the final memo to the Senate Chair.
➢ Comments are due to the Senate Chair **by Monday, November 18, 2024.**

VI.   **Approval of Courses[1] – Santosh Chandrasekhar, Haiyan Liu, and Maria Zoghbi - 2:50pm – 3:05pm**
The Subcommittee's recommendations are available here.

➢ The following courses were approved, and Curriculog will be updated accordingly:
1. BIO - 119 - Microbiome Research Lab (modify existing; Fall 2025)
2. BIO - 153 - Evolution and Development (modify existing; Fall 2025)
3. BIOE - 104 - Biotransport Phenomena (modify existing; Fall 2025)
4. CHE - 125 - Process Control (new; Fall 2025)
5. COMM - 001 - Speech Traditions (new; Fall 2025)
6. CSE - 015 - Discrete Mathematics (modify existing; Fall 2025)
7. EE - 001 - Electrical Engineering Introduction (modify existing; Fall 2025)
8. EE - 021 - Introduction to Electrical Engineering Programming (modify existing; Fall 2025)
9. MIST - 001 - Introduction to Management of Innovation, Sustainability & Technology (new; Fall 2025)
10. ROTC - 003 - Leadership Laboratory (new; Fall 2025)
11. ROTC - 103C - Air Force ROTC Field Training (new; Fall 2025)
12. ROTC - 104A - Leading People and Effective Communication (new; Fall 2025)
13. ROTC - 105A - National Security/Commissioning Preparation (new; Fall 2025)

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[1] RECUSALS
Catherine – CHE
Santosh - CSE

14. [ROTC - 113 - Leadership Laboratory](#) (new; Fall 2025)
15. [DSA - 101 - Machine Learning & Natural Language Processing](#) (new; Spring 2026)

> ➢ Members approved of the following courses with a note:
> 1. [COMM - 159 - Topics in Media Studies](#) (crosslisted with GASP 189B; new; Fall 2025) **AND** [GASP - 189B - Topics in Media Studies](#) (crosslisted with COMM 159; new; Fall 2025) - The attached syllabus (only provided in the COMM 159 proposal and missing from the GASP 189B proposal) contains a single line that states, "This course series explores theories and practices of media studies. Seminar. Max Enrollment: 60." and does not provide any information about the course's format. Recommend the proposer correct this or elaborate a bit more on the course's format in the space provided for both COMM 159 and GASP 189B. Also, the syllabus (only attached to the COMM 159 proposal) lists the max enrollment as 60, but this is not reflected in both proposals and should be corrected.

> ➢ Members agreed to ask for clarification of the following course before approval:
> 1. [MATH - 029 - Writing in the Discipline](#) (new; Fall 2025) – the title may cause confusion for the students, as it is the same title as a GE requirement. Recommend revising to something more math related.

> ➢ Members will review [COMM - 170 - Communication Methods](#) (new; Fall 2025) when the mentioned prerequisite COMM 060 is developed.

VII.   Any Other Business – 3:05pm – 3:10pm
   A. Upcoming Business
   - [Implementation of Public Law 117-328 – Incomplete Grading Policy for Service Members](#)
     The systemwide Senate leadership and the systemwide Student Financial Support are asking each Division to review their policies and procedures for handling incomplete grades to ensure compliance with the new guidelines.

   The UGC Analyst mentioned that she emailed Registrar Webb and the Financial Aid Office for additional information. Registrar Webb confirmed that a response is forthcoming, and the UGC Analyst will keep Chair Sharping apprised.

VIII.   Executive Session – Voting Members Only – 3:10pm – 3:30pm

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