

Undergraduate Council (UGC)

Agenda
Tuesday, September 3, 2019
3:30pm – 5:00pm
KL 232

I. Welcome and Introductions – Chair Sharping – 10 min**II. UGC Resources – Chair Sharping – 10 min**

UGC Chair will introduce and members will discuss the following aspects of conducting UGC's business.

- A. [Senate website](#)
- B. [Membership](#) and Meeting [Schedule](#)
- C. [UGC Box Site](#)
- D. UGC [Bylaws](#)
- E. [Policies](#)
- F. UGC [Handbook](#)
- G. [Conflict of Interest Policy](#)
- H. [Consultation guidelines](#) and [procedure](#)

III. UGC Goals and Priorities for AY 19-20 – 10 min

Members discuss the Council's goals for this academic year, associated memos, and next steps.

- A. [Admissions and Financial Aid Subcommittee as a stand-alone committee](#)
- B. Senate Comments on [Enrollment Strategy Committee](#) (Feb-Apr. 2019)
- C. [Provost's Memo on Charge for Enrollment Strategy Committee](#) (August 27, 2019)
- D. [Review Week Proposal](#) (August 29, 2019)
- E. [Interim Policy for Impacted Majors](#)
- F. Consider Revising the following UGC Resources. Some will require consultation with Graduate Council and the Committee on Rules and Elections.
 - i. [UGC Policy for Reviewing/Approving Academic Degree Programs](#)
 - ii. [Minors Policy](#)
 - iii. [CRFs Policy](#)
 - iv. [Revised UGC Bylaws](#)

IV. Consent Calendar – 5 min

- A. Approval of today's Agenda
- B. Approval of UGC's [Annual Calendar of Academic Programs](#)

V. UGC Representation on Subcommittees, PROC, Work Groups, and Systemwide Committees – 15 min

A. Courses/Policies (need three UGC Senate Faculty Members, one from each school)

Last year's membership: Jay Sharping, Jesus Sandoval-Hernandez, and James Palko

This subcommittee reviews and makes recommendations to UGC members on new/revised courses and on policies related to undergraduate education.

Action Requested: Determine membership of this subcommittee.

B. [Periodic Review Oversight Committee](#) (PROC)

UGC Representative: Susan Amussen (Fall only)

A joint committee of the Senate and Administration, PROC supports and advances UC Merced's educational and institutional effectiveness and organizational learning through its campus-wide advisory and oversight responsibilities for academic and administrative assessment, both periodic and annual.

Action Requested: Identify representative for Spring semester and notify PROC.

C. [Library and Scholarly Communications](#) (LASC)

Advises the Chancellor or Chancellor's designee and the Division regarding the administration of the university library.

Action Requested: Identify representative for AY 19-20 and notify LASC Chair DePrano.

D. [Support Services for Undocumented Students Work Group](#)¹

This work group is charged to annually review efforts and report outcomes of services offered to support graduate and undergraduate undocumented students at UC Merced.

Action Requested: Identify representative for AY 19-20 and notify the Committee on Committees.

E. [Curriculum and CRF Review Process Work Group](#)

Action Requested: Identify representative and notify GC Chair Westerling.

F. [Admissions and Financial Aid Subcommittee](#) (AFAS)

Advises Undergraduate Council, the Merced Division and the administration on policy and practices related to admissions, access, enrollment, and outreach. This includes determining the criteria for undergraduate admissions and setting admission's policy. AFAS maintains liaison with the campus's Enrollment Management Committee.

- Matt Hibbing (SSHA), Chair and BOARS Representative
- Abbas Ghassemi (SoE), Vice Chair
- Jesus Sandoval-Hernandez (SSHA)

Ex-officio (non-voting):

- Dustin Noji, Interim Director of Admissions and Outreach
- Jill Orcutt, VC for Enrollment Management
- Ron Radney, Director of Financial Aid and Scholarships
- ASUCM Representative (TBD)

No Action Requested.

¹

https://senate.ucmerced.edu/sites/senate.ucmerced.edu/files/news/documents/approved_senateresolution_improvingconditionsforundocumentedstudents_16a.pdf

E. University Committee on Educational Policy (UCEP)

Representative: UGC chair Jay Sharping (continuing member)

UCEP considers the establishment or disestablishment of curricula, colleges, schools, departments, institutes, bureaus, and the like, and on legislation or administrative policies involving questions of educational policy.

No Action Requested.

F. Board of Admissions and Relations with Schools (BOARS)

Representative: UGC vice chair Matt Hibbing (new member)

Oversees all matters relating to the admissions of undergraduate students. BOARS regulates the policies and practices used in the admissions process that directly relates to the educational mission of the University and the welfare of students. The committee also recommends and directs efforts to improve the admissions process.

No Action Requested.

G. University Committee on International Education (UCIE)

Representative: Michelle Leslie (continuing member)

Oversees all academic aspects of the UC Education Abroad Program, which operates in conjunction with offices on the campuses and serves all UC students. The committee is responsible for approving new programs, changes in programs, and all program courses and credits. The committee also oversees the regular formal review of programs and advises the President on the appointment of study center directors.

No Action Requested.

H. University Committee on Preparatory Education (UCOPE)

Representative: Jesus Sandoval-Hernandez (continuing member)

Monitors and conducts periodic reviews and evaluations of preparatory and remedial education. In addition, the committee supervises the Entry Level Writing Requirement with special emphasis on establishing appropriate and uniform Universitywide standards for the Analytical Writing Placement Examination. Each year the Committee selects the essay/prompt that is to be used in administration of the Analytical Writing Placement Examination and also sets the passing standard for the exam.

No Action Requested.

VI. Campus Review Items – 20 min**A. Computer Science Engineering Department Academic Honesty Policy (effective Fall 19)**

The policy was developed by the CSE faculty in collaboration with the Office of Student Conduct, the relevant School of Engineering staff and the Registrar. Per recent correspondence from the SoE, it is FERPA compliant. Information about FERPA is available here: <https://registrar.ucmerced.edu/policies/ferpa#Basic>.

UGC is a lead reviewer.

Action Requested: Transmit UGC’s comments/endorsement to department Chair Carpin and Senate Chair Hansford.

B. [Chemistry and Chemical Biology Department Request to Change the Name of the Chemical Sciences major and minor to Chemistry](#)

The change was approved unanimously in NS and would align the program with analogous programs at other universities.

UGC is a lead reviewer.

Action Requested: Members discuss and endorse request. UGC’s response is due to the Senate Chair by September 23.

VII. Systemwide Review Item – 5 min

A. Proposed Revisions to APM-230, Visiting Appointments

Context and background are provided in Vice Provost’s Carlson cover letter:

<https://senate.universityofcalifornia.edu/files/underreview/apm-230-revisions.pdf>

UGC is not a lead reviewer.

Action Requested: UGC reviews the proposal and decides whether to opine. If opining, a lead reviewer will be identified. The lead reviewer’s comments will be discussed at the September 17 UGC meeting. UGC’s comments are due to the Senate Chair by September 24.

VIII. Informational Items – 5 min

A. Non-Senate Faculty Representation of Senate Committees

Members discuss the following two requests from Divisional Council.

Note: UGC is the only UCM Senate Committee that includes representation from both the Unit 18 Lecturers and the Library Association.

- i. [Unit 18 Lecturing Faculty](#)
- ii. [Library Association of UCM](#)

B. [Amendment to AB 1383](#) (August 26, 2019)

C. [Academic Council Statement on the Academic Senate Memorial to the Regents on Divestment from Fossil Fuels](#) (August 13, 2019)

D. [Final Report of the Non-Discrimination in Healthcare Task Force](#) (July 30, 2019)

E. [Statement on Canary Mission](#) (July 30, 2019)

F. [Faculty Salary Plan](#) (July 30, 2019)

G. [Request for Medicare Advantage PPO Data Collection](#) (July 30, 2019)

H. [State Assessment Report for Research Grants Program Office](#) (July 29, 2019)

I. [UC Moratorium on Engagements with Huawei](#) (July 18, 2019)

J. [Academic Council Statement Regarding Racialization of Espionage Concerns](#) (July 16, 2019)

K. [The College Student Right to Access Act – SB 24](#) (July 9, 2019)

L. [UCEP Recommendation on ILTI Cross-Campus Enrollment System and Data](#) (July 9, 2019)

M. [Canary Mission](#) (July 8, 2019)

N. [Combating the Infringement of Faculty Intellectual Property](#) (July 8, 2019)

O. [Senate Review of the UC Center Sacramento State Assessment Report](#) (July 8, 2019)

IX. Any Other Business – 10 min