

**UNDERGRADUATE COUNCIL (UGC)**  
**ANNUAL REPORT**  
**AY 2022-2023**

**To the Merced Division of the Academic Senate:**

The Undergraduate Council (UGC) held a total of 15 regularly scheduled meetings via zoom and conducted some business via email with respect to its duties as outlined in UC Merced's [Senate Bylaw II.IV.6](#). The Chair of UGC attended Divisional Council meetings and provided regular updates at each UGC meeting.

The structure of UGC and the issues that the Council considered this year are described below.

**Undergraduate Council Organization and Representation on Systemwide Committees**

- Divisional Council: UGC Chair Holley Moyes (SSHA; Fall 2022) and UGC Chair Heather Bortfeld (SSHA; Spring 2023)
- University Committee on Educational Policy: UGC Chair Holley Moyes (SSHA)
- University Committee on Preparatory Education: UGC member Francois Blanchette (SNS)
- University Committee on International Education: UGC member Michelle Leslie (SNS)
- Periodic Review and Oversight Committee Representative: UGC Chair Holley Moyes (SSHA; Fall 2022) and UGC Chair Heather Bortfeld (SSHA; Spring 2023)
- CRF Subcommittee: UGC members Ryan Baxter (SNS), Alexander Petersen (SoE), and Felicia Lopez (SSHA)
- Policy Subcommittee: UGC member Alejandro Gutierrez (SoE) and UGC Chair Heather Bortfeld (SSHA)

Ad-hoc subcommittees were formed for the reviews of nominations for the Undergraduate Distinguished Teaching Awards for Senate and for Non-Senate Faculty, and for the review of the AY 22-23 Catalog. The names of the Awards recipients are available here: [https://senate.ucmerced.edu/senate\\_awards](https://senate.ucmerced.edu/senate_awards)

UGC received regular updates on systemwide activities from UC Merced faculty serving on the University Committee on Educational Policy (UCEP), the University Committee on International Education (UCIE), the University Committee on Preparatory Education (UCOPE), and the Periodic Review Oversight Committee (PROC).

Another important function of the Undergraduate Council is to review and comment on all issues relevant to undergraduate education and occasionally on issues with a more general nature. Topics discussed and/or acted upon by the Council in consultation with other Senate committees, School leads, and/or the Administration throughout the year have included:

**AY 22-23 Catalog and CRFs**

- The SOE, SNS, SSHA, and GE substantive changes to the Catalog were approved by UGC in April 2023.
- UGC approved 68 courses (new and revised) in Curriculog.
- UGC approved 26 requests for revisions to course delivery for 30 courses.
- UGC approved 10 requests for an extension to the deadline to submit course proposals.

## **Campus and Systemwide Review Items**

UGC offered comments or acted on the following items:

- Proposed Amendment to Senate Regulation 630 (10/11)\*
- Entry Level Writing Requirement (ELWR) Task Force Report and Recommendations (10/13)\*
- New Senate Regulation 479 (Cal-GETC)\*
- Creation of a Philosophy Department in SSHA (10/21).
- Proposal for a New Aerospace Engineering (AE) Minor (12/21).
- Proposal for a B.S. in Biochemical and Biomolecular Engineering (12/21).
- Proposal for a B.S. in Chemical Engineering (12/21).
- Proposal for the Establishment of an Electrical Engineering Department (2/2).
- Senate Regulations Re: Admission (2/17)\*
- Revised Proposal for a New Aerospace Engineering (AE) Minor (4/13).
- Revised Proposal for a B.S. in Chemical Engineering (4/13).
- Proposal for a B.A. in Data Science and Analytics (4/28).
- Proposal for a B.S. and Minor in Data Science and Computing (4/28).
- Proposal for a B.A. and Minor in Environmental Humanities (4/28).
- Proposal for a Cognitive Sciences Honor Program (4/28).
- Revised Proposal for a B.S. in Biochemical and Biomolecular Engineering (5/15).

\*Systemwide review items

*Other:*

- UGC proposed additional revisions to the UGC CRF Policy regarding modality definitions (9/12).
- UGC considered a request for the delay of the Merritt Writing Program (MWP) program review (9/15).
- UGC proposed revisions to Senate Regulation I.2.C (Repetition of Courses for Undergraduate Students) (9/21).
- UGC endorsed a request from the Registrar to accept the Air Force ROTC courses taken at California State University, Fresno as subject credit only (units only) toward the 120-unit graduation requirement (10/11).
- UGC endorsed a charge for a Writing on Campus Working Group (10/11).
- UGC approved the proposal for rising third-semester students who successfully appeal when subject to dismissal to automatically receive a waiver, without petition, to take the Entry Level Writing Requirement in a third semester (10/17).
- UGC transmitted a support memo to Department Chairs regarding course barrier data (10/21).
- UGC endorsed a pilot program for tracking students' online courses for two to three years before implementing a mechanism to alert students when they meet a certain threshold of online courses (10/25).
- UGC offered comments on PROC's proposal for integration of GE into the program review process (11/1).
- UGC endorsed VPDUE Frey's proposal for a Campus Wide Laptop Policy (11/8).
- UGC endorsed the proposed revisions to SR I.1.E, SR I.2.B. and the University Catalog – Change of Major to assist students who may be struggling in their first year (11/8).
- UGC endorsed PROC's Proposed Guidelines for Support Pilot of Concurrent Reviews for Undergraduate and Graduate Programs (12/1).
- UGC proposed additional revisions to Senate Regulation I.2.C (Repetition of Courses for Undergraduate Students) (12/5 and 1/20).
- UGC offered comments on GC's *Proposed Policy for the Establishment of Undergraduate/Graduate Hybrid Degree Programs* and on GC's *Procedures for Submitting Proposals for Graduate Programs and Undergraduate/Graduate Hybrid Degree Programs* (2/24).
- UGC implemented an Interim Policy for Summer Remote Instruction (5/2).

- UGC approved the SSHA AY 24-25 emphasis tracks for Political Science and Sociology, effective Fall 2024 (5/26).
- UGC recommended revisions to the SSHA Psychological Sciences AY 24-25 emphasis tracks (5/26).
- UGC endorsed GC's revised *Proposed Policy for the Establishment of Undergraduate/Graduate Hybrid Degree Programs* and on GC's revised *Procedures for Submitting Proposals for Graduate Programs and Undergraduate/Graduate Hybrid Degree Programs* (6/16).

**Petitions**

- UGC reviewed and provided recommendations on 36 Entry Level Writing Requirement petitions submitted by the Office of Undergraduate Education.
- UGC approved an exception to the ELWR review process for current first year students to enroll in WRI 001 in Summer 2023 at UC Merced without petition and without UGC's review/approval (6/5).

Respectfully Submitted:

***UGC Members:***

Holley Moyes; Chair (Fall 2022); School of Social Sciences, Humanities and Arts; UCEP Representative; PROC Representative (Fall 2022)

Heather Bortfeld; Vice Chair (Fall 2022); Chair (Spring 2023); School of Social Sciences, Humanities and Arts; PROC Representative (Spring 2023)

Ryan Baxter, School of Natural Sciences

Francois Blanchette, School of Natural Sciences, UCOPE Representative

Eileen Camfield; School of Social Sciences, Humanities and Arts

Santosh Chandrasekhar, School of Engineering

Alejandro Gutierrez, School of Engineering

Valerie Leppert, School of Engineering

Michelle Leslie, School of Natural Sciences, UCIE Representative

Felicia Lopez, School of Social Sciences, Humanities and Arts

Alexander Petersen, School of Engineering

***Ex-Officio:***

Sarah Frey, Vice Provost and Dean for Undergraduate Education

Charles Nies, Vice Chancellor for Student Affairs

***Staff:***

Melanie Snyder, Senate Senior Analyst