LAUC-I Academic Senate Representative Annual Report

on Council on Educational Policy (CEP) Subcommittee on Courses (SCoC)

2012/13 Annual Report

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Background

Subcommittee on Courses and Continuing, Part-time and Summer Session Education (SCoC) is operated under the Council on Education Policy (CEP). Its primary charge is to review, approve, disapprove, suggest for modification undergraduate course proposals, which are submitted by schools and departments on an ongoing basis, following established procedures and policies. More information about the subcommittee can be found at http://www.senate.uci.edu/Committees/SCOC/index.asp

SCoC is composed of these five groups of people:

- Ten faculty members from 10 academic units, including Arts, Biological Sciences, Business, Engineering, Health Sciences, Humanities, ICS, Physical Sciences, Social Ecology, and Social Sciences

- Three ex-officio members, including Registrar staff, Dean of Continuing Education (Dean), and Campus Writing Coordinator (has been Jonathan Alexander, will be replaced by Brad Queen)

- Representatives from LAUC-I, AGS (Associated Graduate Students), and ASUCI (Associated Students)[1]

- Consultant from University Editor

- Committee Analyst: this is the person who usually organize meetings

Please note that only people from the first group have voting rights. The current SCoC's roster is at http://www.senate.uci.edu/roster.asp?SCOC. SCoC members meet on the second Tuesday of each month during academic years mainly to discuss and approve courses to be added/revised/deactivated. Voting members on the committee review Course Action General Education forms (CAGEF) submitted from schools across the campus. They normally would approve proposed changes with some exceptions for which the subcommittee would ask for clarification.

Major Activities and Accomplishments

During the 2012 -13 academic year, SCoC was scheduled to meet nine times, from October 2012 through June 2013. All the meetings were held on Tuesdays from 10:30 a.m. to 12 p.m. in Aldrich Hall, Room 338.

Through these meetings, SCOS reviewed in total 768 course proposals, including 118 New Courses, 584 Courses with Administrative Changes (in terms of prerequisite requirement, cross-listing, GE), 53 Deactivated /Deleted Courses, as well as 13 online courses[2]. In addition, SCOS also reviewed 22 lecturers' (mostly graduate students or non-UC members) qualifications. The list of the courses reviewed along with proposal copies have been shelved in the ASL book review area, as password protection is in action for accessing online copies through SCoC's agendas.

One big change was made in November 2012 in terms of how SCOS review and approve course proposals as the adoption of the new Course Inventory Management (CIM) system (paperless). Each member filled out a Request for System Access Form with course approvals in order to be granted with access.

[1] Representatives from AGS and ASUCI were absent at all the meetings.

[2]The approval on online courses is new to SCOC.