

**LAUC-I Senate Committee/Council Reports
Final 2003/2004 Reports**

Rochelle Minchow	rminchow@uci.edu,	Educational Policy (CEP)
<p>(Fall 2003)</p> <p>Meetings of the Council on Educational Policy are held the first Thursday of every month from 11:30—1:30 in the President’s Conference Room in the Mesa Office Building.</p> <p>At each meeting, the Chair reviews informational items from System-wide Committees and Campus Administration Committees involving the Chairs of the Academic Senate Councils/Committees.</p> <p>Representatives of the Administration are invited to speak when the UCI campus embarks on a particular new initiative or major issue facing the UC’s such as budgetary issues. As an example,, the EVC will be attending the next CEP meeting to discuss budgetary implications and other issues members would like him to discuss.</p> <p>Generally issues discussed at these meetings include:</p> <ul style="list-style-type: none"> • Bylaws/Revisions of Academic Senate • External Reviews of UCI Schools and Departments Ex: Social Sciences Academic Program Humanities and Social Ecology Department of Education • Proposals for New Schools/Departments and New Names of Schools Ex: Proposal for a College of the Health Sciences Ex: Proposed name change from the IDP in Global Peace and Conflict Studies to the IDP International Studies • Proposals for new Degrees/Changes in Degrees Ex. BS in Civil Engineering BS in Information and Computer Science • Changes in Majors and Minors Ex: New/modified degree requirements in the School of Biological Sciences Minor in Accounting Minor in French Minor in Humanities and Law • Reports of the UCCEP Issues affecting all campuses’ curricular policies. Ex: Digital initiatives • Issues related to the Community Colleges and UC and other Partnerships Ex.: Coastline Community College District and UCI Extension—Courses taught at Orange Coast College • Policies—Ex. Report on Policy on Sexual Harassment, Conflicts of Interest Created by Consensual Relationships between Faculty and Students • CEP Subcommittees – Subcommittee on Courses, Writing Board Faculty Board for Undecided/Undeclared Students International and Continuing Education Ad Hoc Other Taskforces as needed such as a recent Taskforce on Faculty Instructional Activities • Issues CEP is asked to review and comment, although not the lead council Proposal for PhD in Culture and Theory Proposal to establish a new ORU (Organized Research Unit) called Genetic Epidemiology Research 		

Unit

- **Proposals for new courses -- The Library is provided with this information once this is approved by the Committee on Courses. CEP reviews only those that involve a breadth component.**

NOTE—Many of the items go from CEP on to the Cabinet and then to the Senate Assembly.

(Summer 2004)

All of the CEP documentation and files are stored in a filing cabinet in Rochelle's old office (SL 232). These files should be transferred to the person who takes over her position as CEP representative. – Heather Tunender (for Rochelle Minchow)

Christina Woo	cjwoo@uci.edu,	Faculty Welfare
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(Fall 2003)

The major topics discussed during Fall Qtr 2003 included:

- Health Care Plans for 2004 (overview, comparing to last year, increases in fees, changes in coverage/benefits)
- Finetuning the UC Policy on Sexual Harassment and Procedures for Responding to Reports of Sexual Harassment
- Policy on Conflicts of Interest Created by Consensual Relationships
- Split Faculty Appointments
- University Hills: needs and projections
- Whistleblower policies

Lorelei Tanji	ltanji@uci.edu,	Graduate Council
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(Fall 2003)

The major activities this quarter:

-Changed the name from Council on Graduate Affairs back to Graduate Council (the old name was best!).

-This year the Academic Program Review Committee will be doing the reviews for the School of Humanities and School of Social Ecology - these reviews are still in progress so Grad Council has not seen any documentation yet.

-Reviewed various academic program reviews where we have rec'd the documentation-- these are all confidential.

-Affordable housing for graduate students vis-a-vis the new grad student housing developments is still a big issue for Grad Council and some members are part of an advisory subcommittee to Manuel Gomez. For example, one proposal being debated is putting a time limit on how long people can stay in housing. This would help re recruitment of new grad students, and to ease their transition upon arrival so that they don't have to immediately seek housing--the thinking being that they will have time to scope out other housing options after a year or two and after they are familiar with the environs. Currently there are no time limits and there are extensive waiting lists. The opening of new grad student housing will ease some of this, but not completely. This issue and others still under discussion.

-Surveyed all schools re "Time to Degree" (time to advancement, time to degree, and maximal time to degree) and there will be further analysis and perhaps direction to schools who are not in alignment w/ policy. Still in-progress.

-Reviewed various proposals that have been making the rounds of other Senate committees, such as the proposal to revise sexual harassment policy and procedures, etc.

(Spring 2004)

Grad Council Quarterly Report - Issues discussed:

-Time to Degree - GC surveyed schools and depts re : Normal Time to Advancement; Normal Time to Degree; and Maximum Time to Degree. After analyzing the results and surveying other institutions, GC established standards/guidelines for "Time to Degree" for UCI campus schools and depts to follow.

-Affordable student housing was an ongoing discussion especially in light of Palos Verde II, the desire to provide a greater number of grad students with access to housing, and the present policy which was debated about no time limits on staying in grad student housing.

-Program Reviews (Undergraduate & Graduate):

2003-2004: Humanities (U/G); Social Ecology (U/G)

2004-2005: Engineering (U/G); ICS (U/G), Interdisciplinary Studies (U)

-Various proposal to modify degree requirements for departmental programs and new programs were reviewed throughout the year.

-"Glossary of Terms" - definition of program and examination terms being compiled

-Grad Student fees was an ongoing discussion this year.

-University Advancement and development activities in support of graduate students was discussed w/ Thomas Mitchell, VC University Advancement.

-Graduate Student TA training - GC rec'd an overview from J. Shoemaker and D. Gallow.

Steve MacLeod

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Planning and Budget

Carol Hughes

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Research, Computing and Library Resources

(Fall 2003)

CORCLR met on October 16, 2003, November 20, 2003, and January 15, 2004.

I was not able to attend the October meeting.

Interest in the Libraries' negotiations with Elsevier was high during this fall and Gerry gave a good summary of our contract in January. SCAMP programming was also highlighted for the other members. Other issues brought to the attention of CORCLR this fall are: encouraging the use of open source software, the establishment of school-based research centers, and the impact of the governor's budget proposals on research and graduate student funding.

(Spring 2004)

CORCLR has spent most of its time reviewing proposals for single and multi-investigator research projects. I have assisted with Arts/Humanities proposal evaluation. Also the regular programmatic review of several campus centers and institutes have required attention.

The institutes and research centers reviewed by CORCLR in the 03/04 academic year are:

Center for Acute Trauma Care and Injury Prevention Research

Center for Computational Modeling in Information Technology (informal)

Center for Research on Latinos in a Global Society
 Center for Unconventional Security Affairs (informal)
 Institute for Software Research
 International Center for Writing & Translation
 John Tu and Thomas Yuen Center for Functional Onco-Imaging
 Newkirk Center for Science and Society
 Thesaurus Linguae Graecae

(Summer 2004)

CORCLR had its final 2003/2004 meeting on June 17. At that meeting the text (see attached) of the Joint UCI Libraries and CORCLR Resolution on Faculty Copyrights was finalized and approved for forwarding to the Academic Council. [See relevant documentation in the “at-large (tunender)” folder (LAUC-I Exec Board 2003-2004.)]

Cathy Palmer	cpalmer@uci.edu,	Student Experience (CSE)
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(Fall 2003)

The council is new this year. It is made up of several smaller committees, now merged into one group. I am a member because I was the LAUC-I representative to the Committee on Teaching which is now part of the Council on Student Experience.

The Council has spend time learning what all the other Committees did and determining what issues each group was dealing with at the time of our merger.

During the Fall Quarter, the Council reviewed and submitted comments on several proposed revisions to the Bylaws of the Irvine Division of the Academic Senate. The Council reviewed proposed revisions to the:

- Student Academic Grievance Procedures
- Sexual Harassment Policy
- Procedures for Responding to Reports of Sexual Harassment
- Academic Policy on Students with Disabilities

The charge to the Council on Student Experience is:

The Council shall promote learning and the quality of the student experience, and shall advise the Chancellor and the Division on issues in the areas of teaching, student life and welfare, undergraduate admissions and relations with schools and colleges, and intramural and intercollegiate athletics.

We are considering each aspect of our charge in order to determine how to fulfill it.

Jackie Dooley	jmdooley@uci.edu,	Senate Privilege and Tenure Committee
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(Fall 2003)

I continue to serve. The committee is having an active year of confidential cases to adjudicate.

(Spring 2004)

I have continued to represent LAUC-I diligently as a member of the Privilege and Tenure Committee. Unfortunately (given the nature of our charge), the committee has lots of business to conduct these days. Also, I represented UCI at a statewide meeting of Privilege and Tenure held in Oakland in February, which led to the discovery that the statewide Senate will not reimburse travel expenses for a non-Senate member! But the UCI Senate of course reimbursed me, since they had asked me to attend.

(Summer 2004)

I have continued to represent LAUC-I as a member of the Committee on Privilege and Tenure, for which all deliberations are confidential. At the end of the summer I'll conclude my second 3-year term on CPT. It has

been a pleasure to serve, and I would be happy to brief LAUC-I's next representative if s/he is interested.

Jennifer Jacobs

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Subcommittee on Courses

(Fall 2003)

The Subcommittee on Courses has met three times this year so far. There have been a few new courses approved, a few deletes, and many, many changes in titles, prerequisites, descriptions, and course numbers. These may be the result of an instructor change, or an old mistake, or a domino effect from a change to another course, or of a larger curriculum change.

The Libraries will have already heard about the important curriculum changes, such as the new accounting minor in GSM—they added 11 new accounting courses. Other changes: the dance department has been able to increase the hours for their Advanced Studio Workshops (in Ballet, Modern Dance, and Jazz) because of new facilities, and Bio Sci has restructured some of their lower division offerings, which has affected the prerequisites of many of their courses.

We were told that we will be seeing many requests from the School of Engineering over the next couple months.

I've been sending copies of the course change forms for the new or substantively modified courses to the appropriate bibliographers. The packets of forms for all the changes will soon be in the binder in the approvals room.

Cathy Palmer (Consultant)

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UCI Writing Board

(Fall 2003)

The UCI Writing Board is a sub-committee of the Advise the Council on Educational Policy on campuswide policies concerning instruction of writing, on implementation and enforcement of existing policies governing writing requirements, and serve as liaison with Faculties and Academic Affairs on matters concerning the implementation and enforcement of such policies. (full charge to the committee appears at the bottom of this message.) The Board is convened By susan Jarratt, the Campus-wide Writing Director and Professor of English. The Writing Board met twice during the Fall Quarter. We reviewed and provided feedback on the revision of the form used to propose upper-division Writing Courses; reviewed a plan for the review of courses which currently carry a W (fulfills the upper- division writing requirement) designation; approved a letter advising individual faculty and departments of the current standards for teacher to student ratios in upper-division writing classes; heard a report from Susan Jarratt concerning her meetings with the Deans of the schools last spring and; discussed a Committee on Educational Policy recommendation regarding a pilot project to assess upper-division writing in the School of Biological Sciences.

Charge:

The UCI Writing Board is a sub-committee of the Advise the Council on Educational Policy on campuswide policies concerning instruction of writing, on implementation and enforcement of existing policies governing writing requirements, and serve as liaison with Faculties and Academic Affairs on matters concerning the implementation and enforcement of such policies. The Board is empowered to gather information concerning the teaching of writing in courses on campus, students' writing performance, faculty perceptions of student writing problems and achievements, and student perceptions of writing instruction. The Board shall conduct a survey of Faculties on campus to determine the courses in which there are significant writing assignments and the nature of the writing assignments. All writing requirement courses shall be reviewed at the end of three years. The Campus Writing Coordinator shall act as coordinator of all writing courses, and shall serve as liaison with the Faculties, the UCI Writing Board, and the Council on Educational Policy. The Campus Writing Coordinator shall provide the Council on Educational Policy with information concerning the various writing courses offered, whether or not such writing courses meet the breadth requirement, and students' writing performance.

John Novak	novakj@uci.edu,	Committee on Undergraduate Admissions and Relations with Schools
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(Fall 2003)

Had a brief meeting on Jan 8, 2004. This has been the only meeting since my last report.

Items discussed:

- 1) Comprehensive Review Manual – confidential information on the selection process for undergraduates. Soon, all members of CUARS will go through training to better understand the process of evaluating undergraduate applications.
- 2) Three point proposal for streamlining undergraduate admissions – discussed proposal from Office of Pres concerning changes in the admissions process. Many reluctant to give up local control over evaluation of applications, though some see benefit of having a centralized academic performance evaluation system.
- 3) Discussed the need to select a new chair for CUARS.

(Spring 2004)

As of now, the incoming freshman class will be 3,817 students, which is a 7.2% decrease in enrollment. A poor UC budget is to blame mostly for this decrease, since UCI limited the amount of undergrads accepted this year. Higher student fees are also a cause for the drop.

Alternatives put in place to handle the decrease in admitted undergraduates include a dual admissions program -- where undergrads are placed in a community college and then guaranteed admittance to a UC if they maintain a certain grade level. Cal States will also absorb more students too.

Another topic of concern was the notion of "comprehensive review" -- the process by which UCI admissions determines who is eligible for acceptance. Attacks from one UC regent, many of which appeared in the LA Times, spurred our committee to examine the logic behind the review process.

April Love	amlove@uci.edu,	Undergraduate Scholarships, Honors & Financial Aid
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(Fall 2003)

This group is convened by Karen Laverdiere, Scholarships Manager for Financial Aid & Scholarships. The Board met once in November and members discussed the Regents Scholarship Program, reviewed the fall 2003 Regents Selection process, introduced the Scholarship Web Site, and presented information about the Jack Kent Cooke Foundation Scholarship.

In January the Board conferred via e-mail about the "Clarification of the general criterion of completion of 72 units in residence at a UC campus for consideration for Honors at Graduation."

This Board is also promoting scholarship opportunities for 2004-2005. Among these opportunities are the scholarship offerings found at this web page: <http://www/fao.uci.edu/app.php>. The deadline to apply for these scholarships is March 15, 2004 at 5:00 pm. Students must use the on line application to apply. There are several scholarships available this year that are specific to career interests such as the MEDELLAS Scholarship which is specifically for students who will be going on to Medical, Dental or Law School.

To see the complete list of scholarships, please go to: <http://www.fao.uci.edu/awards.php?id=schlapp>

If you have any questions regarding the application process or anything else, please don't hesitate to ask. Ms. Laverdiere can be reached by phone at 4-1611 or by email at kdlaverd@uci.edu. If you have any students that have questions, please feel free to refer them to her as well.

(Spring 2004)

UCI Academic Senate Board on Undergraduate Scholarships, Honors and Financial Aid

The Board divided itself in several small subcommittees to recommend selections for the scholarships monitored by the Office of Financial Aid and Scholarships [please see the following website for further specific information: <http://www.fao.uci.edu/scholarships.php>]. I participated as a consultant and representative from LAUC-I and contributed my insights and recommendations on four of these subcommittees.

The final meeting of the Board on Undergraduate Scholarships, Honors and Financial Aid was Tuesday, May 11, 2004. The group discussed the distribution of Latin Honors at Graduation, a confidential item and the selection of the 2004-05 Board Chair.

I am a member of the Board through June 30, 2005.

John Sisson

jsisson@uci.edu,

Senate Parking Oversight

(Fall 2003)

The Senate Parking Oversight Committee (SPOC) did not meet this fall so I have nothing to report.