

**COMMITTEE ON COURSES
ANNUAL REPORT TO THE RIVERSIDE DIVISION
DECEMBER 1, 2020**

To be received and placed on file:

A. Approval of new, changed, or deleted courses, and instructor approvals

In the 2019-2020 academic year the Riverside Division of the Academic Senate Committee on Courses approved a total of 116 new courses (78 undergraduate, 35 graduate, and 3 professional); changes to 327 Courses (227 undergraduate, 78 graduate, and 22 professional); the deletion of 50 courses (32 undergraduate, 17 graduate, and 1 professional); the split of 2 undergraduate courses and 2 graduate courses; and the restoration of 3 undergraduate courses. The Committee also reviewed University Extension proposals for courses offered for credit as follows: 12 University Extension XR1-199 course proposals; 27 University Extension XR1-199 instructor proposals; 8 University Extension X1-299 course proposals; and 66 University Extension X1-299 instructor proposals. The Committee reviewed and approved 122 Associate-In requests for the instruction of upper division and graduate level courses.

The Committee notified the following departments and programs of courses that have not been instructed for 4 or more years: Botany and Plant Sciences; Environmental Sciences; Ethnic Studies; Religious Studies. The Committee asked the departments and programs to either delete the courses or submit a justification for their retention. Of the 74 courses identified, the departments and programs submitted justifications for the retention of 28 courses and identified 46 courses to be deleted.

The Committee reviewed and approved an exception request for LING 162/PSYC 128 to be offered in Spring 2020 without the discussion section. The Committee requested that a course change proposal be submitted in the Course Request System (CRS) to make the change permanent for the Fall 2020 term.

The Committee reviewed an exception request for PHYS 142W for the Spring 2020 quarter to allow students to enroll in one section of PHYS 190, and to allow students who receive a qualifying letter grade to have fulfilled a “W” course satisfying the University Writing Program requirements.

The Committee voted to approve a one-time exception request from the Department of Art to change the grading requirement for ART 032 and ART 132 to “letter grade or petition for S/NC” for the Spring 20 quarter.

The Committee reviewed a priority enrollment request from GSoE for 24 courses and noted concern that the approval of the request would represent a serious limitation of flexible enrollment and intellectual exploration by undergraduates, as encouraged by UC policy and tradition. The Committee did not approve all 24 requests, but did approve shorter term enrollment priority for certain courses, and recommended that the School move quickly to develop a system of prerequisites to manage course enrollment.

The Committee supported a request for CS 179N to be offered in Summer Sessions 20 with one hour of discussion, three hours of lab, three hours of research and three hours of extra reading and requests that the department submit a course change proposal in CRS to make the change effective for the Fall 20 effective term.

The Committee approved a one-time exception request from BCoE to allow for a set of courses to have a S/NC grading option for the Spring 20, Summer Sessions 20 and Fall 20 effective terms.

The Committee approved a one-time exception request from the Department of Statistics to change the grading statement for STAT 048 to “students who submit a [term paper] receive a letter grade; other students receive a Satisfactory (S) or No Credit (NC) grade” for the Spring 20 quarter.

The Committee approved a one-time exception request from the University Writing Program to change the grading statement for ENGL 004 to “letter grade or petition for S/NC for the Spring 20 quarter and Summer Sessions 20.

The Committee approved a one-time exception request to allow BIOL 116 to be offered online in the Fall 20 effective term and requested that a course change proposal be submitted in CRS to add an online section for the Winter 21 effective term.

B. Committee Initiative

The Committee drafted a complete revision of the General Rules and Policies Governing Courses of Instruction, which was circulated for comment to other Senate Committees and college Executive Committees. The purpose of the revision is to clarify and streamline the current course approval process by presenting logically organized guidelines and criteria with cogent explanations relevant to the authority, significance and expectations that the Committee exercises in reviewing course proposals. The Committee received useful feedback and expects to submit a revised document for approval in the coming year.

C. Special reviews taken to respond to the COVID-19 crisis

In response to the temporary suspension of in-person classes at UCR in response to the COVID-19 pandemic the Committee sent guidance to the Senate Chair to recommend that instructors be allowed to decide whether to continue to offer their course online or return to in-person instruction if in-person instruction resumes in the Spring 20 quarter.

The Committee reviewed and supported the COVID-19 response to temporarily suspend and replace UCR Regulations governing undergraduate course enrollment, withdrawals, and grading basis, as follows:

- The Committee reviewed and supported the proposal for modifications to UCR Senate Regulations R1.1.4, R1.1.5, and R1.1.6 for the Spring 20 quarter.
- The Committee reviewed and supported the COVID-19 response to temporarily modify UCR Graduate Regulation (GR) 1.5.7 for graduate course withdrawals offered in the Spring 2020 quarter only.
- The Committee reviewed and supported the COVID-19 response to temporarily make a revision to the modification of UCR Regulation R1.1.5
- The Committee recommended that the temporary changes to Senate Regulations R1.1.4 and R1.1.5 be corrected with the approval of the modification to GR 1.5.7.

The Committee proposed a temporary modification for the process for Associate In requests for the instruction of Upper Division, Graduate and Professional level courses that is found in the Committee’s General Rules and Policies Governing Courses of Instruction. The Committee proposed that emergency appointments in Spring 2020 do not need to include the candidate’s graduate transcript and standard University’s Bio-bibliography form.

The Committee reviewed the Division's flexibility for grading options for Summer 2020 and expressed support for continuing flexible accommodations for students who seek permission to take certain courses S/NC rather than for a grade. However, the Committee did note caution that the modification to allow students to take courses for S/NC grading could harm them as Regulations allow students to only take a third of courses S/NC that count towards their major.

The Committee reviewed the proposal to extend COVID-19 remote instruction for the Fall 20 quarter and noted that the proposal was not sufficiently detailed and lacked clear criteria, timelines, and pathways that would allow the campus to respond in a flexible but still predictable way to the changing exogenous factors involved. The Committee recommended that a more detailed proposal be developed that addresses various concerns more directly and that provides clear operational guidance for various possible scenarios in the 2020-2021 academic year. The Committee also noted concern and provided recommendations related to courses and instruction.

The Committee reviewed and supported the proposal to extend the temporary modifications and suspensions of regulations and policies through Summer Sessions 20.

D. Review of proposals and policy documents as requested by the Senate Chair

The Committee reviewed and supported the UCR Online Course Agreement for ILTI Courses in October 2019. The Committee reviewed a subsequent agreement in March 2020 and recommended that the agreement be reviewed by a lawyer so that a clear synopsis can be provided to faculty on what the agreement entails.

The Committee reviewed a proposed change to Senate Regulation R1.8.1 to shorten the time allowed for scheduled final exams from three to two hours. Members noted concern that shortening the exam time would hinder students in disciplines who require more work to complete exam questions while other members noted support for shortening the exam time as it would eliminate exams on the Saturday after the quarter's instruction ended. The Committee recommended that if the regulation change is approved that a policy be implemented to allow students with several exams on one date to move one exam to another day.

The Committee noted concern with a message from the Provost, message regarding the allocation of one-time lottery funds to develop certain types of online courses, particularly with regard to the recommendations from the Taskforce for Online and Hybrid Education's Report of 2018, expressing concern that the Senate's concerns with the report were not taken into account. The Committee sent a memo to the Provost through the Senate Chair restating their concerns with the report.

The Committee reviewed the Administration's proposed lottery fund expenditures on classrooms and teaching, and provided feedback on the expenditures that members supported.

The Committee reviewed the Divisional guidance for the oversight of student fees beyond tuition and supported UCR establishing a local Course Materials and Service Fee Committee as described in the guidance and recommended that such an advisory group include Senate faculty membership.

The Committee reviewed the proposal to establish a Division of Undergraduate Education and were generally supportive. The Committee recommended that the College and School Faculty Executive Committees review the proposals and that if approved a sufficient lead time between the approval and implementation is established to allow for the Registrar to make adjustments in Banner, the CRS, and other systems that will require significant work by ITS. The Committee also recommended that the

proposal be revised to include the proposed new subject codes for courses in the proposed Division and the definition of the routing of the courses for approval.

The Committee reviewed and supported the proposal for a BS/MS Five Year Combined Degree Program in Statistics.

E. Thanks

The Committee invited Representatives from the Registrar's Office (Bracken Dailey, Registrar, and Melinda Miller, Courses Specialist) to attend all meetings and wishes to express appreciation for the information and assistance they provided.

The Committee also thanks other invited guests who supported its work at meetings during the year.

Randolph C. Head, Chair

Qi Chen

Stephanie Dingwall

David Funder

Elodie Goodman

Weihsin Gui

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Ming Lee Tang

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