

**Committee on Educational Policy
Friday, December 2, 2022
10:00 am – 12:00 pm
220 University Office Building**

AGENDA

Action	Item	Enclosures
Information 10:00 – 10:10	I. Chair Announcements	
Action 10:10	II. Approval of the minutes from the November 4, 2022 meeting	1 (pp. 2-3)
Information 10:10 – 10:20	III. University Committee on Educational Policy (UCEP) Update from UCR CEP Representative Eric Schwitzgebel	
Information/ Action 10:20 – 11:00	IV. Undergraduate Program Reviews <ul style="list-style-type: none"> • <i>Close of Action Implementation Phase for University Writing Program review conducted in AY 21-22.</i> • <i>Undergraduate Programs to be Reviewed in AY 23-24</i> • <i>Follow up report from Neuroscience from undergraduate program review conducted in AY 18-19</i> • <i>Continued discussion on potential survey of students enrolled in a program's service courses</i> 	2 (p. 4) 3 (pp. 5-12)
Information/ Action 11:00 – 11:15	V. Follow Up Discussion re November 4, 2022 Meeting Discussion with the Interim Vice Provost and Dean for Undergraduate Education (IVPDUE)	
Information	VI. New Business	

CEP is scheduled to meet next on January 6, 2023 from 10:00AM to 12:00PM in 220 UOB

AGENDA ENCLOSURES:

1. Minutes from November 4, 2022 Meeting
2. Undergraduate Programs to be Reviewed in AY 23-24
- 3a. 11-08-22 Follow Up Report from Neuroscience
- 3b. CEP Response to 01-14-22 Follow Up Report from Neuroscience
- 3c. 01-14-22 Follow Up Report from Neuroscience
- 3d. 02-09-21 Neuroscience Response to Action Implementation Plan
- 3e. 06-08-20 Neuroscience Response to Action Implementation
- 3f. Action Implementation Plan for Neuroscience

**COMMITTEE ON EDUCATIONAL POLICY
MINUTES
NOVEMBER 4, 2022**

PRESENT: L. Mangolini, Chair; A. Litt, Vice Chair; E. Schwitzgebel, UCEP Rep.; W. Beyermann; M. Casselman; W. Chen; P. Gorecki; K. Kinney; A. Lee; C. Takeshita; G. Stanley; Z. Zhao

ABSENT: E. Goodman; E. Kozlova, GSA Student Rep.; M. Lang (on leave)

The meeting was called to order by the Chair at 10:00AM.

The Committee reviewed and voted to approve the minutes from the October 7, 2022 meeting.

The Committee Chair updated the Committee on data received regarding UCR student unit loads. The Chair recommended that the Committee discuss this issue with the Interim Vice Provost and Dean for Undergraduate Education (IVPDUE) who will be attending the meeting.

The University Committee on Educational Policy (UCEP) representative Eric Schwitzgebel informed the Committee that UCEP is to meet next on Monday, November 7, 2022. UCEP major area of focus this Fall has been online education. Representative Schwitzgebel shared that the UC is not supportive of online degrees but is considering online majors for which UCEP is developing a principal document. Representative Schwitzgebel confirmed that online majors are programs that include 50% or more of the content online.

The Committee reviewed the revised proposal for a Department of Society, Environment, and Health Equity in CHASS and Committee Member Chikako Takeshita recused themselves from the discussion as they are a proponent of the department. The Committee had a robust discussion on the advantages and disadvantages of the proposed new department. Members in support of the proposal highlighted the potential for the new department to attract students to UCR, while those not in favor expressed concerns about whether dedicating new staff and faculty resources to the department in the current budgetary environment would negatively impact undergraduate education by taking resources from existing departments in CHASS. Members not supportive of the proposed new department recommended that the program be developed as an interdisciplinary program. Five members voted to support the proposal, four members voted against the proposal, one member abstained, and four members were not present for the vote. The Chair will summarize the Committee's feedback and vote in a memo to the Senate Chair that will be sent to the Committee for final review by email.

The Committee welcomed IVPDUE Ken Baerenklau to the meeting to discuss the role of the VPDUE on campus and potential collaborations with the Committee. IVPDUE Baerenklau advocated for more collaboration with the Committee and informed the Committee of the following issues that the group could potentially collaborate on: credit hours; transfer student admissions; growing Summer Sessions; teaching evaluations; academic integrity; advising reform. The IVPDUE requested to attend Committee meetings to give updates on the issues. The

Committee discussed with the IVPDUE the issue of unit loads and UCR's low yield rate. The Committee concluded the discussion with the IVPDUE and noted that they will continue to invite IVPDUE Baerenklau to meetings when their consultation and perspective is needed.

The Chair informed the Committee that the Action Implementation Phase for the Public Policy undergraduate program review was closed after the program demonstrated significant progress was made to address the findings and recommendations resulting from the undergraduate program review.

The Committee voted to approve the proposed changes to the Undergraduate Program Review Procedures to document the process for the postponement of reviews and the option for reviews to be conducted remotely or in-person.

The Committee reviewed the follow up response from Neuroscience to the undergraduate program review that was conducted in AY 18-19 and noted concern that the response appeared to be identical to the document submitted in January 2022. The Committee requested that Neuroscience clarify if any progress was made to the recommendations resulting from the review since January 2022.

The Committee reviewed the name change proposal for the Department of Religious Studies and was supportive of the proposed name change to Study of Religion. The Chair will draft a memo noting the Committee's support to the Senate Chair.

The Committee reviewed the proposed System-wide policy on vaccination programs and noted concern that the proposal does not fall under the Committee's purview of undergraduate education. The Chair will draft a memo to the Senate Chair noting that the Committee has opted not to provide comment as the proposal does not fall under the Committee's purview.

The Committee reviewed the R'Courses Governing Board's annual report for the AY 21-22 and accepted the report with no further questions.

The Chair discussed with the Committee the possibility of including a student survey in the undergraduate program procedures for non-major students who are enrolled in a program's service courses to evaluate their assessment of the course offering. The Committee discussed how the feedback could be utilized in the review of undergraduate programs. The Committee was supportive of exploring the proposal at future meetings.

With no other business to discuss, the meeting adjourned at 11:55AM.

Attachment 2**Undergraduate Programs to be Reviewed in AY 23-24 by CEP**

<i>Program:</i>	<i>Degrees:</i>
Comparative Literature and Languages (CHASS)	Minor in Arabic B.A. & Minor in Chinese B.A. & Minor in Classical Studies B.A. in Comparative Ancient Civilizations B.A. in Comparative Literature B.A. & Minor in French B.A. & Minor in Germanic Studies Minor in Italian Studies B.A. & Minor in Japanese Minor in Korean B.A. in Languages B.A. & Minor in Russian Studies Minor in Southeast Asian
Creative Writing (CHASS)	B.A. & Minor in Creative Writing
English (CHASS)	B.A. & Minor in English
Environmental Sciences (CNAS)	B.A. & B.S. & Minor in Environmental Sciences
Music (CHASS)	B.A. & Minor in Music B.A. in Music and Culture

Update to Response to Neuroscience Undergraduate Program Review Action Implementation Plan
10/14/2022:

Overall the Program has made additional progress on implementing these recommendations. Progress had been slowed by the Covid-1.

Recommendation 1: The new program bylaws have been approved. In order to improve the program and generate new leadership and ideas, the current chair, Dr. Peter Hickmott, is planning to step down by the end of 2022. Dr. Ed Korzus has agreed to become the new chair.

Recommendations 2, 3 and 6: More progress has been made on improving the program's visibility and identity in collaboration with the Interdepartmental Graduate Program in Neuroscience. Both undergraduate and graduate programs have committed to a closer association to represent the entirety of neuroscience at UCR. The integrated website for the overall neuroscience community has been operating for nearly a year, so resources for the entire community are easily available. We have used this website to improve communication to undergraduates about ongoing events in the neuroscience community (e.g. Brain Awareness Day, neuroscience seminars). It also serves as a central source of information about the programs, including personnel, research and careers. Keeping the website adequately updated continues to be an issue.

With the easing of pandemic-related rules, the program has begun to host structured events for neuroscience undergraduates and the neuroscience community. The largest of these was our annual Brain Awareness Day, which was held in March 2022. This event is a celebration of neuroscience at UCR and is organized by the Neuroscience Graduate Student Association. It was well-attended by undergraduates, school groups and graduate students. I hosted a smaller in-person event in the Fall of 2022, which mainly attracted first-year students.

Learning communities for Neuroscience have been initiated. The program will continue to examine their progress in conjunction with the NRSC academic advisers.

Recommendation 4: Considerable progress has been made on discussing curriculum issues. The committee in charge discussed the matter and the faculty teaching courses in the major were polled concerning their thoughts about the curriculum, particularly the issue of exposing students to modern neuroscience techniques. Based on this input, no significant changes to the curriculum were made. The basic three-tier structure on the major was discussed and was again supported, as it allows students considerable flexibility to pursue their individual interests within neuroscience. This flexibility was seen as a very important part of the major's structure, so more formal "tracks" were not implemented, for example. Individual course content is, of course, determined by the teaching faculty. Individual faculty teaching tier 1 and tier 2 courses indicated that they believed that students were definitely exposed to modern neuroscience concepts, particularly in the tier 2 classes and to a lesser extent in CBNS 106 and 120. Note there was agreement that the curriculum must continue to provide students with a solid grounding in "classical" neuroscience (i.e. electrophysiology, anatomy, etc.), as these "older" techniques

are still fundamental to understanding neuroscience and are still used for important research. We will continue to discuss curriculum matters as appropriate.

Recommendation 5: The program briefly discussed factoring research advising and mentoring in Merits and Promotions decisions. There is definitely support for this idea; however, it was seen as an issue to be addressed across the and is thus a larger issue than just one program's.

Sincerely,

Peter Hickmott

Chair



Academic Senate

COMMITTEE ON EDUCATIONAL POLICY

February 10, 2022

To: Peter Hickmott, Chair
Neuroscience Undergraduate Program

From: Juliann Allison, Chair
Committee on Educational Policy

Re: Follow Up Report to Neuroscience Undergraduate Program Review Action
Implementation Plan

The Committee on Educational Policy (CEP) has reviewed the department's January 14, 2022 follow up report to the undergraduate program review that was conducted in the 2018-2019 academic year will save the report in the program's review file.

The Committee noted concern that the report did not document much progress and requests that a second follow up report be submitted by October 14, 2022 to document continued progress made to address the undergraduate program review's recommendations. The Committee requests that the larger programmatic issues be discussed by all program faculty.

Attachment: January 14, 2022 Follow Up Report from Neuroscience

Attachment 3c

Update to Response to Neuroscience Undergraduate Program Review Action Implementation Plan
1/14/2022:

Overall the Program has made additional progress on implementing these recommendations. Progress had been slowed by the Covid-19.

Recommendation 1: The new program bylaws have been approved by the neuroscience faculty. Approval by CHASS, CNAS and the Senate remains to be obtained

Recommendations 2, 3 and 6: More progress has been made on improving the program's visibility and identity in collaboration with the Interdepartmental Graduate Program in Neuroscience. Both undergraduate and graduate programs have committed to a closer association to represent the entirety of neuroscience at UCR. The integrated website for the overall neuroscience community has been launched, so resources for the entire community are easily available. This website has improved our ability to contact all neuroscience students at UCR and keep them updated on events, seminars, etc. It also serves as a central source of information about the programs, including personnel, research and careers. Keeping the website adequately updated continues to be an issue.

With the covid-19 pandemic, it has not been feasible to have in-person events to help foster cohesion within the neuroscience program. I have hosted Zoom event for incoming students this last Fall, and these had reasonable attendance. The program hopes to be able to have our annual Brain Awareness Day in the Spring in person.

Learning communities for Neuroscience have been initiated. I am still waiting for data on their success or lack thereof, which I assume will be available after the end of this school year.

Recommendation 4: Very little meaningful progress has been made to update the curriculum in a coordinated fashion. The Committee in charge met once to consider such updates, but there was little consensus. Furthermore, with the disruptions to teaching that are ongoing due to the covid-19 pandemic, there was little urgency to tackle general curriculum issues until in-person teaching has stabilized. Of course, individual courses continue to be added to the curriculum and these courses do serve to update it. For example, PSYC 120/122L, which is a lecture and lab course on modern neuroimaging, was recently added as an option for the lab course requirement.

Recommendation 5: The program has not discussed factoring research advising and mentoring in Merits and Promotions decisions. This idea is important across all majors and departments and is thus a larger issue than just one program's.

Sincerely,

Peter Hickmott

Chair

Update to Response to Neuroscience Undergraduate Program Review Action Implementation Plan
2/9/2021:

Overall the Program has made some additional progress on implementing these recommendations. Progress had been slowed by the Covid-19 pandemic and the transition to a new CHASS dean. I apologize to the CEP for not proceeding in a more timely fashion.

Recommendation 1: The program Committee in Charge has met to discuss revising the bylaws, a draft has been produced by the chair and has been revised in response to comments from the Committee. The revision process needs to proceed to the overall neuroscience faculty, and I hope to have final approval of the document from the program by then end of June 2021 and subsequent approval by CHASS, CNAS and the Senate.

Recommendations 2, 3 and 6: Initial progress has been made on improving the program's visibility and identity in collaboration with the Interdepartmental Graduate Program in Neuroscience. Both undergraduate and graduate programs have committed to a closer association to represent the entirety of neuroscience at UCR. After discussions, the first step was decided to be an integrated website for the entire UCR neuroscience community. Myself, the chair of the graduate program, and the CHASS office of Communications (Kelvin Ma) have discussed our needs for this website and a beta version has been developed. It is currently being reviewed by the neuroscience community. This website will improve our ability to contact all neuroscience students at UCR and keep them updated on events, seminars, etc. It also serves as a central source of information about the programs, including personnel, research and careers. We hope to use this central website to promote better identity of neuroscience students at UCR.

There have been preliminary discussions with CHASS advising and Jennifer Coplea concerning our desire to set up learning communities for neuroscience. Hopefully these discussions will lead to more concrete proposals this year.

Recommendation 4: No meaningful progress has been made to update the curriculum in a coordinated fashion. Of course, individual courses continue to be added to the curriculum and these courses do serve to update it. For example, PSYC 120/122L, which is a lecture and lab course on modern neuroimaging, was recently added as an option for the lab course requirement.

Recommendation 5: The program has not discussed factoring research advising and mentoring in Merits and Promotions decisions.

Sincerely,

Peter Hickmott

Chair

Attachment 3e

Response to Neuroscience Undergraduate Program Review Action Implementation Plan:

Overall the Program has made poor progress on implementing these recommendations, not because we do not agree with the recommendations, but rather a combination of inertia on my part and the disruptions due to the covid-19 closure of campus. I hope to do improve on this poor progress in the coming months. I apologize to the CEP for not proceeding in a more timely fashion.

Recommendation 1: The program Committee in Charge has met to discuss revising the bylaws, a draft has been produced by the chair and is currently being revised in response to comments from the Committee. I expect to have final approval of the document from the Committee and program by then end of June and subsequent approval by CHASS,CNAS and the Senate.

Recommendations 2-6: No significant progress has been made on these recommendations.

Sincerely,

Peter Hickmott

Chair

**Neuroscience Undergraduate Program Review
Action Implementation Meeting
November 15, 2019**

Attended: S. Vidussi, CEP Chair; J. Brown, Vice Provost and Dean (VPDUE) of Undergraduate Education; M. Peña, Dean, CHASS; C. Nugent, Divisional Dean for Student Academic Affairs, CNAS; P. Hickmott, Director of Neuroscience Undergraduate Program; G. Long, CEP Subcommittee Member

The Action Implementation Meeting focused on issues related to the recommendations made in the Final Findings and Recommendations (F&R) Report and how the program proposes to implement these recommendations. The Committee on Educational Policy (CEP) was appreciative and encouraged by the program's enthusiasm to address many of the recommendations in the report.

Recommendation 1:

The Committee was encouraged to learn of the program's plans to draft a set of bylaws for the program. The Committee requests that the program report back in Spring 2020 with the progress made to develop the bylaws.

Recommendation 2:

The Committee recommends that the program continue to converse with the CNAS and CHASS Deans regarding resources and support for the program chair and other program-related activities and submit a proposal to both Deans for financial support. The Committee recommends that the program follow up on Dean Peña's recommendation to consult with the CHASS Communication Officer to assist with updating the program's webpage. The Committee requests that the program report back in Spring 2020 with the outcome of these discussions and progress made to obtaining support for the program.

Recommendation 3 & 6:

The Committee was encouraged to learn of the program's desire to improve the major's self identity and provide information to students on alternate careers. The Committee recommends that the program follow up on Dean Peña's recommendation for a speaker series for students, Divisional Dean Nugent's recommendation that the program consider using learning communities, and the VPDUE's recommendation for the program to utilize the Health Professions Advising Center for students to learn about alternate careers. The Committee requests that the program report back in Spring 2020 with the progress made to improve the major's self identity and development of information for students on alternate careers.

Recommendation 4:

The Committee was encouraged to learn that the program recognizes the need for curriculum to be updated to address current advances in the discipline and Director Hickmott's proposal to discuss the recommendation with program faculty. The Committee requests that the program report back in Spring 2020 with the progress made to update the program's curriculum.

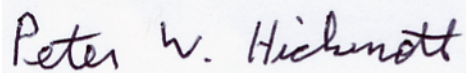
Recommendation 5:

The Committee recommends that the program consider Dean Peña's recommendation for reflection on the Call for Merits and Promotions for the recognition of program faculty's efforts in offering undergraduate research opportunities and advising.

CEP requests that the program prepare an update regarding the above recommendations by April 17, 2020 and that the response be submitted in the care of the CEP Chair to CEP Analyst Beth Beatty (beth.beatty@ucr.edu).



Stefano Vidussi, Chair
Committee on Educational Policy



Peter Hickmott, Director
Neuroscience Undergraduate Program