MINUTES
Monday, October 10, 2011

PRESENT: Abbey Alkon (Chair), Beth Wilson (Vice Chair), Tamara Alliston, Vineeta Singh, Sophia Saeed

ABSENT: (permanent guests) Tina Brock, Harry Hollander

EXCUSED: Nancy Nkansah, Susan Hyde, Doug Schmuker

GUESTS: Gail Persily, Director of Education and Public Service, UCSF Library

The Committee on Educational Policy was called to order by Chair Alkon on October 10, 2011 at 3:10 p.m. in room C-628. A quorum was not present.

The minutes from September 12, 2011 were approved.

Chair's Report
Chair Alkon discussed the Academic Leadership Retreat that was held on September 26, 2011. Presented were:

- Committee and Faculty Council Chairs overview of the charge of the committee/council and issues that will be discussed.
- Future interaction between CEP and the Committees of Courses of Instruction and Library and Scholarly Communications.
- Addition of programs, including self-supporting programs and the approval process.
- Graduate Division course review and approval process
- An Academic Senate Membership Task Force is working toward getting approval for all UCSF faculty to be included in the Academic Senate and that all UCSF faculty have access to the UCSF Committee on Privilege and Tenure for grievance hearings.
- Rebenching – Eric Vermillion discussed the disbursal of state funds throughout the University of California system.
- Chancellor Desmond-Hellmann discussed the strategic plan (State of the University Address). This can be viewed at www.ucsf.edu/news/2011/10/10752/chancellor-shares-vision-ucsf-become-worlds-preeminent-health-sciences-innovator.

Awarding Units for Participation without Other Evaluation

The committee on Courses of Instruction submitted a communication to the Committee on Education Policy, requesting review of the general policy to award units for participation in courses without any evaluation. There is a general guideline or expectation that for each hour of lecture, the student will work three hours. The example used was a 1-unit course for which a student would earn 1 unit of credit for simply attending 10 hours of lecture or material presentation without any evidence that the expected 30 hours of out-of-class work actually occurred.
During the discussion, the following issues were presented:

1. The CEP would like to specify that one hour of lecture include two hours or reading or prep time outside of class. This recommendation is consistent with the Academic Senate Regulation 760. “The value of a course in units shall be reckoned at the rate of one unit for three hours’ work per week per term on the part of a student, or the equivalent.” This recommendation is also consistent with seminars which include one hours of seminar and 2 hours of student or preparation time/reading per week as a one unit course.
2. They also requested that “all” courses in the SOM require an evaluation in addition to attendance.
3. There was a discussion of the pros and cons of changing lectures and seminars to “Course”.
4. CEP presented the possible addition of a one-unit course to be referred to as “small group”.

ACTION: These issues will be presented to Chris Cullander, Director-Institutional Research in the Department of Student Academic Affairs to determine if these changes can be made and/or if these changes would affect the UCSF WASC accreditation.

**Evaluation Systems and Content across Schools**
The Committee questioned which platform was to be discussed: students evaluating the instructors/courses, instructors, or evaluating students. The discussion was tabled to a future date.

**Updates from the Schools**
None

**Update from the Library**
None

**UC Education Policy Update – Tamara Alliston**

Issues discussed:

- UC credit transfers needs to be easier for students
- Informing faculty of copyright needs and responsibilities
- Possible change from WASC accreditation
- Funding from self-supporting degree programs
- Non-UC students taking courses and receiving UCSF degrees. Question the evaluation criteria and admission process.

**Old Business**
None

**New Business**
None

**Adjournment**
Chair Alkon adjourned the meeting at 5:05 p.m.