

III. ANNOUNCEMENT BY THE PRESIDENT

Robert C. Dynes (Oral Report)

IV. ANNOUNCEMENT BY THE CHAIR

George Blumenthal (Oral Report)

V. SPECIAL ORDERS

A. Consent Calendar

UCLA Division’s Request for a Variance to Senate Regulation 764

The Los Angeles Division requests a variance to [Senate Regulation 764](#) (“**Credit in special study courses for undergraduates is limited to five units per term.**”), which will allow the division to increase from 16 to 32 the allowable number of units that can be taken as individual studies courses. The request for a variance to Senate Regulation 764, which is embodied in UCLA’s proposed revision to their divisional regulation A320, was unanimously approved by the Academic Council at its July 21, 2004 meeting based on UCR&J’s finding that UCLA’s request is consonant with the Code of the Academic Senate, and on the recommendation of the University Committee on Educational Policy (UCEP). The Council acted in accordance with Senate Bylaw 125 B.5, which authorizes it to give its provisional approval if such requests cannot be placed on the Agenda of the Assembly within sixty calendar days after receiving divisional approval.

CURRENT AND PROPOSED LANGUAGE FOR THE UCLA DIVISIONAL REGULATION A320

Chapter I. General Provisions

Section 5.

Courses Academic Senate {Divisional} Regulation A320. Upper-Division Tutorials.

<i>CURRENT LANGUAGE</i>	<i>PROPOSED LANGUAGE</i>
<p>A320 [A] All special individual studies courses for undergraduate students are numbered 199. These courses are structured by the instructor and student at the time they are initiated. The structure of the course, including both the specific proposed courses of study and the requirements that must be met before a grade can be assigned, are then summarized on the standard form “Petition for Enrollment in a Special Studies Course (199)”.</p> <p>[B] In order to register for a special studies course, the “Petition for Enrollment in a Special Studies Course (199)” must be approved by both the instructor in charge and the Chair of the department [or head of the relevant interdisciplinary program].</p>	<p>A320 [A] Upper-Division Tutorials for undergraduate students are numbered 195 through 199. These courses are structured by the instructor and student at the time they are initiated. The structure of the course, including both the specific proposed course of study and the requirements that must be met before a grade can be assigned, are then summarized on a petition for enrollment in an Upper-Division Tutorial (195-199).</p> <p>[B] In order to enroll in an Upper-Division Tutorial, a petition for enrollment in an Upper-Division Tutorial (195-199) must be approved by both the instructor in charge and the chair of the department or interdisciplinary program. <i>One instructor may not sponsor more than seven (7) students enrolled in an Upper-Division Tutorial (195-199) in any one term.</i></p>

<p>[C] Limitations</p> <p>1) Enrollment requires the consent of the instructor who is to supervise the study. The applicant shall show that his or her background is adequate for the proposed study.</p>	<p>[C] Limitations</p> <p>1) [No change]</p>
<p>2) Credit for supervised individual studies in a single term is limited to a maximum of 8 units. Subject to the provisions of Divisional Regulation A-310, the student may take a 199 or 199H course on a Passed/Not Passed or a letter grade basis, but the total number of units allowed in individual study courses (199 or 199H) for a letter grade is 16. The student may take a 199F (Field Study) only on a P/NP basis. The total number of units allowed in 199F is 8.</p> <p>3) At the close of the term, some tangible evidence of work accomplished, signed by the student and the supervising faculty member, shall be filed by the department for an appropriate period of time. The department shall designate the form of the evidence acceptable for this purpose.</p>	<p>2) Credit for Upper-Division Tutorials (195-199) in a single term is limited to a maximum of 8 units. Subject to the provisions of Divisional Regulation A-310, the student may take any Upper-Division Tutorial (195-199) on a Passed/Not Passed or a letter grade basis, but the total number of units allowed in Upper-Division Tutorials (195-199) for a letter grade is 32.</p> <p>3) At the close of the term, some tangible evidence of work accomplished, signed by the student and the supervising faculty member, shall be filed and retained by the department for three years.</p>
<p>4) At the outset of a special studies course (199) the student must complete and the instructor in charge must sign a "Petition for Enrollment in a Special Studies Course (199)," which will include the specific proposed course of study and the requirements to be met before a grade can be assigned. The form must have been completed and submitted before a grade can be assigned in the course.</p> <p>5) In order to register for 199, 199F, and/or 199H, a student must have advanced Junior standing and at least a 3.0 G.P.A. in his major field, or he/she must have Senior standing.</p>	<p>4) At the outset of an Upper-Division Tutorial (195-199) the student must complete and the instructor in charge must sign a petition for enrollment in an Upper-Division Tutorial (195-199), which will include the specific proposed course of study and the requirements to be met before a grade can be assigned.</p> <p>5) In order to enroll in an Upper-Division Tutorial (195-199), a student must have advanced junior standing and at least a 3.0 G.P.A. in his major field, or he/she must have senior standing.</p>

<p>6) A student who has an outstanding Incomplete in a 199 or 199H may not register for another 199 or 199H until the grade of Incomplete has been removed.</p> <p>7) On the advice of the instructor(s) and Chair concerned, the Dean of a student's college or school may authorize exceptions to the limitations listed.</p> <p>8) Departments may impose additional limitations on the individual study courses.</p> <p>[Variance to SR 764.] [Am 2 June 77] [Am 9 May 84]</p>	<p>6) A student who has an outstanding Incomplete in an Upper-Division Tutorial (195-199) may not enroll in another Upper-Division Tutorial until the grade of Incomplete has been removed.</p> <p>7) [No change]</p> <p>8) [No change]</p> <p>[Variance to SR 764.] [Am 2 June 77] [Am 9 May 84]</p>
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UCLA Quick Guide to Reserved Course Numbers – Final from Registrar’s

Office The numbers 19, 89, 89HC, 99, 189, 189HC will be established automatically by the Registrar’s Office for most departments.

Lower-Division Seminars/Tutorials	Upper-Division Research Seminars (190-194)
<p>19. Fiat Lux Freshman Seminars. (1 unit) Grading: P/NP. Format: Seminar. Limited to 20 students. Taught by faculty in their areas of scholarship. Designed to engage students in an active learning environment with their peers and a distinguished faculty member.</p>	<p>190. Research Colloquia. (1-2 fixed units) Grading: P/NP only. Format: Seminar. Designed to bring students doing supervised tutorial research together in a seminar setting with one or more faculty to discuss their own work or related work in a discipline. Led by one of the supervising faculty.</p>
<p>88. Sophomore Seminars. (2-5 fixed units) Grading: P/NP or Letter grade. Format: Seminar. Limited to maximum of 20 lower-division students. Readings and discussions designed to introduce students to current research in the discipline. Culminating project may be required.</p>	<p>191. Variable Topics Seminars (1-5 fixed units) Grading: department option. Format: Seminar. Research seminar on selected topics. Reading, discussion, and development of culminating project. Note: variable topic <u>lecture</u> courses must be offered under a different number.</p>
<p>89. Honors Seminars (1 unit) Grading: P/NP or Letter grade. Format: Seminar. Limited to 20 students. Adjunct to a lower-division lecture course. Explores topics in greater depth through supplemental readings, papers, or other activities. Led by instructor of the lecture course. Applies toward honors credit for eligible students. Honors content noted on transcript.</p>	<p>191H. Honors Seminars.</p> <p>192. Undergraduate Teaching Practicum. (2-4 fixed units) Grading: P/NP or letter grade. Format: Seminar. Limited to juniors/seniors. Training and supervised practicum for advanced undergraduates in teaching courses. Students assist in preparation of materials and development of innovative programs with the guidance of faculty in a small course setting.</p>
<p>89HC. Honors Contracts (1 unit) Grading: P/NP or Letter grade. Format: Tutorial. Restricted to students in College Honors and departmental honors programs. Adjunct to a lower-division lecture course. Individual study with instructor of lecture to explore topics in greater depth through supplemental readings, papers, or other activities. Individual honors contract required. Honors content noted on transcript.</p>	<p>193. Journal Club Seminars. (1 or 2 fixed units) Grading: P/NP only. Format: Seminar. Limited to undergraduates. Discussion of readings selected from current literature of the field. Can also be used for speakers-series seminars.</p>
<p>97. Variable Topics (fixed or variable units) Grading: department option. Format: department option, many are set up as seminars. Topics vary by instructor. (Note: These are permanent offerings.; no change from current reserved numbering.)</p>	<p>194. Research Group or Internship Seminars. (1 or 2 fixed units) Grading: P/NP only. Format: Seminar. Designed for undergraduates who are part of a research group or internship. Discussion of research methods and current literature in the field or discussion of faculty’s or student’s own research. May meet concurrently with a graduate research seminar in the same department (use “C” prefix). May use 194I for internship adjunct.</p>
<p>98. Professional School Seminars. (2-5 fixed units) Grading: P/NP or Letter grade. Format: Seminar. Limited to 20</p>	

<p>students. Taught by professional school faculty, seminars are designed to introduce students to the nature of professional work the role of professionals in society.</p>	<p>Upper-Division Tutorials (195-199)</p>
<p>98T. Collegium of University Teaching Fellows. (5) Grading: Letter grade only. Format: Seminar. Taught by advanced graduate students in their field of specialization. One-time-only offerings. Introduces students to a cutting edge of a discipline in a small seminar environment. (Note: no change from current numbering.)</p>	<p>195. Community or Corporate Internship. (2-4 fixed units) Grading P/NP or Letter grade. Format: Tutorial. Limited to juniors/seniors. <u>Contract required</u> with supervising faculty member. Internship in a supervised setting in a community agency or business. Student meets on a regular basis with instructor and provides periodic reports of their experience.</p>
<p>99. Student Research Program (1-2 variable units) Grading: P/NP. Format: Tutorial (supervised research or other scholarly work), three hours per week per unit. Entry-level research for lower-division students under guidance of a faculty mentor. Enrollment by contract. Students must be in good academic standing and enrolled in a minimum of 12 units (excluding this course). May be repeated; consult the Undergraduate Research Center. <u>Contract required.</u></p>	<p>196. Research Apprenticeship. (2-4 fixed or variable units) Grading: P/NP. Format: Tutorial (supervised research or other scholarly work), three hours per week per unit. Limited to juniors/seniors. <u>Contract required.</u> Entry-level research apprenticeship for upper-division students under guidance of a faculty mentor. May be repeated; consult department.</p>
<p>Upper-Division Seminars/Tutorials</p>	
<p>188. Special Courses (1-5 fixed units) Grading: department option. Format: varies (seminar or lecture) Departmentally sponsored experimental or temporary courses, such as courses taught by visiting faculty. Approved for one term or one year only. (Note: Former 198 courses.)</p>	<p>197. Individual Studies (2-4 fixed or variable units) Grading: P/NP or Letter grade. Format: Tutorial. Limited to juniors/seniors. <u>Contract required.</u> Individual intensive study, with scheduled meetings to be arranged between a faculty member and a student. Assigned reading and tangible evidence of mastery of the subject matter required.</p>
<p>189. Advanced Honors Seminars. (1 unit) Grading: P/NP or Letter grade. Format: Seminar. Limited to 20 students. Designed as adjunct to an undergraduate lecture course. Explores topics in greater depth through supplemental readings, papers, or other activities. Led by instructor of the lecture course. Applies toward honors credit for eligible students. Honors content noted on transcript.</p>	<p>198. Honors Research. (2-4 fixed or variable units) Grading: Letter grade only. Format: Tutorial. Limited to juniors/seniors. <u>Contract required.</u> Development and completion of an honors thesis or comprehensive research project under direct supervision of a faculty member</p>
<p>189HC. Honors Contracts (1 unit) Grading: P/NP or Letter grade. Format: Tutorial. Restricted to students in College Honors and departmental honors programs. Adjunct to an undergraduate lecture course. Individual study with instructor of lecture to explore topics in greater depth through supplemental readings, papers, or other activities. Individual honors contract required. Honors content noted on transcript.</p>	<p>199. Directed Research or Senior Project (2-4 fixed or var. units) Grading P/NP or Letter grade. Format: Tutorial. Limited to juniors/seniors. <u>Contract required.</u> Research under the guidance of a faculty mentor. Supervised individual research or investigation. Culminating paper or project required.</p>

JUSTIFICATION:

The request for a variance to Senate Regulation 764 is required to implement the proposed recommendations from the Joint Administrative/Senate Task Force on Undergraduate Education in a Research Context.