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Assembly of the Academic Senate, Academic Council  
University of California  
1111 Franklin Street, 12th Floor  
Oakland, California 94607-5200

January 23, 2004

MEMBERS OF THE ACADEMIC ASSEMBLY

Re: Notification of Electronic Vote; Reminder of March 10 Assembly Meeting

Colleagues:

At their December 17 meeting, members of the Academic Council voted to approve the proposed name change for the Subject A Examination and Subject A Requirement, and also agreed that this proposal should be put before the Assembly by electronic ballot. (In a unanimous vote last May, the Assembly approved an amendment to Bylaw 95 that permits electronic voting.) This decision was made, in part, because the October 29 meeting of the Assembly was cancelled and the Subject A Examination materials must be finalized and printed by mid-February. Since there is some urgency for the Assembly to act on this matter, and this particular proposal is deemed non-controversial in nature, it was decided that this would be a good opportunity to initiate the Assembly's electronic voting option. The UCR&J Chair, Jean Olson, agreed with this decision.

In keeping with our regular 15-day notice to Assembly members, I am sending the proposed amendments for the name change, the relevant text and a justification for this action in advance of the electronic ballot, which will be E-mailed to members early in the week of February 9. The ballot will be web-based and members will be asked to respond within five days following receipt of the ballot. (In accordance with Bylaw 116.E, modification of Bylaws requires a two-thirds approval of all voting members present; modification of Regulations requires a majority approval of all voting members present. Modifications are effective immediately following approval unless a different date is specified or required.)

On another note, you are reminded that the next regular meeting of the Assembly is scheduled for Wednesday, March 10 from 10:00 a.m. to 4:00 p.m., and will be held in the Joseph Wood Krutch Theatre Room on the Clark Kerr Campus in Berkeley. If you are unable to attend, please notify Executive Director Maria Bertero-Barcelo ([mbertero@ucop.edu](mailto:mbertero@ucop.edu)) so the alternate may be contacted and asked to attend in your place. More detailed information and the Notice of Meeting will be made available in the near future.

Sincerely,

Lawrence Pitts, Chair  
Academic Assembly

Attachment: Proposed Amendments to SB 192 and SR 636

**TO THE ASSEMBLY  
FOR ACTION  
VIA ELECTRONIC VOTE  
FEBRUARY 2004**

**PROPOSED AMENDMENTS TO SENATE BYLAW 192 AND SENATE REGULATION 636**

The following proposed amendments to Senate Bylaw 192 and Senate Regulation 636 concern a name change for the University of California's Subject A Examination and the Subject A Requirement. These proposed changes were recommended by the University Committee on Preparatory Education (UCOPE) and the University Committee on Educational Policy (UCEP), and approved by the Academic Council on May 21, 2003, and UCR&J in November 2003. On December 17, 2003 Academic Council, with UCR&J's concurrence, voted to approve that this proposal be put before the Assembly by electronic vote.

**1. Proposed amendment to Senate Bylaw 192.B(3) - Duties of Committee on Preparatory Education (Formerly numbered 215) (Am 4 June 91; CC 28 May 2003)**

**Present Wording:**

3. Supervise the Subject A requirement with special emphasis on establishing appropriate and uniform Universitywide standards for the Subject A examination.

**Proposed Wording:**

3. Supervise the ~~Subject A requirement~~ University of California Entry Level Writing Requirement with special emphasis on establishing appropriate and uniform Universitywide standards for the ~~Subject A examination~~ University of California Analytical Writing Placement Exam [formerly called the Subject A Examination]

**2. Proposed amendments to Senate Regulation 636 – Subject A Requirement**

**Present Wording:**

- A. Subject A is a reading and writing proficiency requirement. Each student must be able to understand and to respond adequately to written material typical of reading assignments in freshman courses. This ability must be demonstrated in student writing that communicates effectively to University faculty. (Am 30 Nov 83; Am 23 May 96)
- B. Prior to enrollment at the University of California, each student may satisfy the Subject A Proficiency requirement either:

1. by attaining a score approved by the University Committee on Preparatory Education on one of the following examinations:
  - a. the Universitywide Subject A Examination
- C. (1) A student who has not satisfied the Subject A Proficiency requirement prior to enrollment in the University of California must satisfy the requirement by passing an examination or successfully completing a course in English composition or another course or program of study. Any such course or program of study or examination must be approved for this purpose by an appropriate agency of the Academic Senate Division of the student's campus. To satisfy the Subject A proficiency requirement by successfully completing a course or program of study, a student must enroll for a letter grade and earn a grade of C or above. A student who receives a final grade of C- or below may repeat the course.

(2) A student must satisfy the Subject A Proficiency requirement as early as possible during the first year in residence. A student who has not done so after three quarters or two semesters of enrollment will not be eligible to enroll for a fourth quarter or third semester. Exceptions to this requirement may be made by an appropriate agency of the Academic Senate Division of the student's campus. (Am 26 May 82; Am 23 May 96)
- D. Students may satisfy the requirement by passing an examination or by successful completion of a one-quarter or one-semester Subject A course in English composition or other approved course or program of study. The examination satisfying the requirement must meet the standards established by the University Committee on Preparatory Education. The Subject A course must be taken for a letter grade and passed with a grade of C or higher. Students receiving a final grade of C- or below may repeat the course. (Am 28 May 80; Am 26 May 82)
- E. Any award of baccalaureate credit for Subject A course(s) must be consonant with SR 761. (En 30 Nov 83) [See Legislative Ruling 2.85]
- F. Students who, prior to initial enrollment at UC, have earned at least four quarter units of transferable college credit in English composition with a grade not lower than C have satisfied the Subject A requirement. (Am 30 Nov 83; Am 6 May 86)
- G. Any student who has not satisfied the Subject A requirement prior to enrollment at UC must satisfy it by passing an approved course or other program prescribed by the student's UC campus of residence for satisfying the requirement. Only after satisfaction of the Subject A requirement can students take for transfer credit a course in English composition after enrollment at UC. (Effective for students enrolling at UC in Fall 1986 or thereafter.) (En 4 Mar 86)

**Proposed Wording:**

- A. ~~Subject A~~ **University of California Entry Level Writing Requirement** is a reading and writing proficiency requirement. Each student must be able to understand and to respond

adequately to written material typical of reading assignments in freshman courses. This ability must be demonstrated in student writing that communicates effectively to University faculty. (Am 30 Nov 83; Am 23 May 96)

- B. Prior to enrollment at the University of California, each student may satisfy the ~~Subject A Proficiency requirement~~ **University of California Entry Level Writing Requirement** either:
1. by attaining a score approved by the University Committee on Preparatory Education on one of the following examinations:
    - a. the ~~Universitywide Subject A Examination~~ **University of California Analytical Writing Placement Exam [formerly called the Subject A Examination]**
- C. (1) A student who has not satisfied the ~~Subject A Proficiency requirement~~ **University of California Entry Level Writing Requirement** prior to enrollment in the University of California must satisfy the requirement by passing an examination or successfully completing a course in English composition or another course or program of study. Any such course or program of study or examination must be approved for this purpose by an appropriate agency of the Academic Senate Division of the student's campus. To satisfy the ~~Subject A proficiency requirement~~ **University of California Entry Level Writing Requirement** by successfully completing a course or program of study, a student must enroll for a letter grade and earn a grade of C or above. A student who receives a final grade of C- or below may repeat the course.
- (2) A student must satisfy the ~~Subject A Proficiency requirement~~ **University of California Entry Level Writing Requirement** as early as possible during the first year in residence. A student who has not done so after three quarters or two semesters of enrollment will not be eligible to enroll for a fourth quarter or third semester. Exceptions to this requirement may be made by an appropriate agency of the Academic Senate Division of the student's campus. (Am 26 May 82; Am 23 May 96)
- D. Students may satisfy the requirement by passing an examination or by successful completion of a one-quarter or one-semester ~~Subject A~~ **University of California Entry Level Writing Requirement** course in English composition or other approved course or program of study. The examination satisfying the requirement must meet the standards established by the University Committee on Preparatory Education. The ~~Subject A~~ **University of California Entry Level Writing Requirement** course must be taken for a letter grade and passed with a grade of C or higher. Students receiving a final grade of C- or below may repeat the course. (Am 28 May 80; Am 26 May 82)
- E. Any award of baccalaureate credit for ~~Subject A~~ **University of California Entry Level Writing Requirement** course(s) must be consonant with SR 761. (En 30 Nov 83) [See Legislative Ruling 2.85]
- F. Students who, prior to initial enrollment at UC, have earned at least four quarter units of transferable college credit in English composition with a grade not lower than C have

satisfied the ~~Subject A requirement~~ **University of California Entry Level Writing Requirement** (Am 30 Nov 83; Am 6 May 86)

- G. Any student who has not satisfied the ~~Subject A requirement~~ **University of California Entry Level Writing Requirement** prior to enrollment at UC must satisfy it by passing an approved course or other program prescribed by the student's UC campus of residence for satisfying the requirement. Only after satisfaction of the ~~Subject A requirement~~ **University of California Entry Level Writing Requirement** can students take for transfer credit a course in English composition after enrollment at UC. (Effective for students enrolling at UC in Fall 1986 or thereafter.) (En 4 Mar 86)

**JUSTIFICATION:**

The proposed name change for the Subject A Examination and Subject A Requirement, as recommended by the University Committee on Preparatory Education (UCOPE) and the University Committee on Educational Policy (UCEP), is intended to lend greater clarity to their nature and purpose. The proposed name "University of California Analytical Writing Placement Exam," for the Subject A Examination, conveys its use as a placement exam, while the proposed name "University of California Entry Level Writing Requirement," for the Subject A Requirement, clarifies the *intention* of the requirement. The name changes will also help to alleviate possible confusion between the two entities.