UNIVERSITY OF CALIFORNIA **ACADEMIC SENATE**

UNIVERSITY COMMITTEE ON PREPARATORY EDUCATION

Notice of Meeting
Friday, January 18, 2013
10:00 a.m. – 4:00 p.m.
UCOP, 1111 Franklin Street, Oakland – Room 11326
Primary Dial-In: 1-866-740-1260 | Passcode: 9879466
http://www.universityofcalifornia.edu/senate/

Action	Item		Enclosures
Information **10:00-10:25**	**I.**	**Chair's Report/Announcements** – *Chair Jonathan Alexander* • Welcome and Introductions • Overview of Committee Charge, Processes, Member Roles and Responsibilities • Academic Senate Website | UCOPE Web page | UCOPE SharePont site *(see also Agenda Item IV below)*	**1** (pp. 5-7) **2** (p. 8)
Action **10:25-10:30**	**II.**	**Consent Calendar** • Approval of the Agenda ***ACTION REQUESTED:*** *Approve the agenda as noticed.*	
Discussion **10:30-12:15**	**III.**	**Analytical Writing Placement Exam (AWPE) Review and Selection of Essay Prompts** – *George Gadda, UCLA Writing Program* *AWPE Committee Chair George Gadda will lead a discussion on selection of AWSE essay prompts.*	**3** (materials sent to members separately)
12:15-1:15		**– Working Lunch –**	
Information **12:30-1:00**	**IV.**	**Consultation with the Academic Senate Leadership** – *Robert Powell, Academic Council Chair* *William Jacob, Academic Council Vice Chair* *Martha Winnacker, Academic Senate Executive Director* *Todd Giedt, Academic Senate Associate Director (SharePoint)* *Senate leaders will provide an overview of current issues of concern for the UC system and 2012-13 Academic Senate priorities.*	

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Information/ Discussion 1:00-1:15

V. Consultation with the President's Office –
AWPE Coordinator, University of California Undergraduate Admissions

Julie Lind *will report on the outcomes of the May 2012 Analytical Writing Placement Examination and financial health of the AWPE program; she will also discuss plans administration of the May 2013 exam.*

Discussion/ Action 1:15-1:45

VI. UCOPE Consultation on UC Santa Barbara Planned Pilot for AWPE Testing in China– *Chair Alexander, Julie Lind*

4 (pp. 9-10)

<u>ACTION REQUESTED</u>: Compile UCOPE comments and concerns, if any, on the proposed pilot planned for spring 2013.

Discussion 1:45-2:30

VII. UCOPE Roundtable on International Students – *Chair Alexander and Members*

*One campus, faced with the difficult task of getting accurate information on the proficiency in English proficiency of incoming international (can no longer rely on TOEFL results or the SAT Writing exam), has asked if UCOPE might explore what possible options campuses have for testing international students in their home locations both for purposes of admissio**n** and placement.*

UCOPE members will be asked to come prepared to report on and discuss the following questions:

1) *Briefly report on how their respective campus is addressing greater international student numbers (if they are experiencing such an up-tick in students);*
2) *Should UCOPE revive its white paper? And/or revise it to reflect more pressing needs of ESL/ELL units?*
3) *Do we need to offer alternative arrangements for students to take the AWPE? Or alternatives to the AWPE?*
4) *What is the advisability of separate placement procedures for international, non-native English speakers?*

Discussion 2:30-2:50

VIII. Standardization of the Awarding of Advanced Placement (AP) Credit Across the UC System – *Chair Alexander and Members*

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Discussion/ Action 2:50-3:00

IX. Update on Systemwide Math Diagnostic Test – *Chair Alexander*

Last year, UCOPE took the first steps in developing a written proposal and intellectual framework for adopting the concept of a Systemwide math diagnostic test and agreed to send a letter a letter to undergraduate Math department vice chairs announcing this effort.

ACTION REQUESTED: Compile responses to the letter and assign 2-3 committee members to review responses to the letter; continue work on developing the intellectual framework; and prepare a formal written proposal for adopting this concept Systemwide in time for the next UCOPE meeting on April 26, 2013.

Discussion 3:00-3:45

X. Discussion of Budget Concerns and the Future of Preparatory Education in the UC System – *Chair Alexander and Members*

Members will be asked to report on the impact of the budget situation on preparatory English and math programs on their respective campus, with attention given to any areas of concern that might call for action by the committee in the future.

Discussion 3:45-4:00

XI. New Business – *Chair Alexander and Members*

- **Does UCOPE need a modified website possibly paired with the Annual UC Writing Conference site?**

Agenda Enclosures:

1. Background: Overview of Committee Charge, Processes, Member Roles and Responsibilities
2. Background: UCOPE SharePoint site
3. Background: Analytical Writing Placement Exam Review and Selection of Essay Prompts (sent separately)
4. Background**:** UC Santa Barbara Planned Pilot for AWPE Testing in China

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Important Meeting Information

Location: The January meeting will convene in room 11326 at the UC Office of the President in downtown Oakland. UCOP is located at 1111 Franklin Street, between 11th and 12th Streets. Upon arrival, please check in at the security desk where you will be issued a visitor badge. Directions and a map are available online.

If you are arriving by way of the Oakland International Airport, you may taxi or BART to the UCOP building. For BART, purchase an AirBART ticket from the shuttle operator. The shuttle will take you to the Coliseum BART Station. From there board a Richmond- or Pittsburg/Bay Point-bound BART train and exit at the 12th Street/Oakland City Center BART Station.

Parking: Visitor parking is available at UCOP on the 12th Street side of the building. The rate is $11 per day if you enter the parking structure before 9 a.m. Daily parking is also available at a number of lots proximate to the building.

Travel Regs: Detailed travel information is available online. Please submit completed and signed travel voucher with original receipts within 21 days after the meeting to:

Business Resource Center – Team Blue
University of California Office of the President
1111 Franklin Street, 9th Floor
Oakland, CA 94607-5200

Account/Fund Number: M-430384-19900-33

UCOPE 2012-13 Meeting Schedule:

January 18, 2013 – Room 11326
April 26, 2013 – Room 5320

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Regulations of the Academic Senate
University of California

Part III. Colleges, Schools, and Graduate Divisions

Title II. Curricula

Chapter 2. Requirements for the Bachelor's Degree

Article 1. General Requirements

636. University of California Entry Level Writing Requirement (Am 19 Feb 2004; Am Jan 2008)

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; Am 19 Feb 2004)

B. There are three ways a student may satisfy the University of California Entry Level Writing Requirement prior to enrollment at the University of California: by passing the University of California Analytical Writing Placement Examination, by attaining an acceptable score on another approved test of Writing, or by earning at least 3 semester credits or 4 quarter units of transferable college credit in English composition. (Am 19 Feb 2004; Am 30 Jan 2008)

1. The content of the University of California Analytical Writing Placement Examination shall be approved by the University Committee on Preparatory Education, which shall also set the passing standard on the University of California Analytical Writing Placement Examination.
2. The list of approved tests of Writing shall be determined by the University Committee on Preparatory Education, with the concurrence of the Academic Council of the Academic Senate. The acceptable scores for each test of Writing shall be determined by the University Committee on Preparatory Education. (The current list of approved tests and the corresponding acceptable scores is on the University of California, Office of The President web site.)
3. The student must earn a letter grade of at least C in any transferable college English composition course used to satisfy the University of California Entry Level Writing Requirement. (Am 6 Mar 74; Am 28 May 80; Am 26 May 82; Am 30 Nov 83; Am 4 May 86; Am 23 May 1996; 30 Jan 2008)

C. There are two ways a student may satisfy the University of California Entry Level Writing Requirement subsequent to enrollment at the University of California: by passing the University of California Analytical Writing Placement Examination, or by successfully completing a course or program of study approved for that purpose by an appropriate agency of the Academic Senate Division of the student's campus. (Am 28 May 80; Am 26 May 82; Am 19 Feb 2004; Am 30 Jan 2008)

1. To satisfy the University of California Entry Level Writing Requirement by means of a course, the student must earn a C or above or its equivalent. A student who receives a final grade of C- or below has not fulfilled the University of California Entry Level Writing Requirement and may repeat the course(s). (Am 30 Jan 2008)
2. Any award of baccalaureate credit for University of California Entry Level Writing Requirement course(s) must be consonant with SR 761. (En 30 Nov 83; Am 19 Feb 2004; Am 30 Jan 2008)

D. A student who has not satisfied the University of California Entry Level Writing Requirement prior to enrollment at the University of California must do so as early as possible during the first year in residence. A student who has not satisfied the University of California Entry Level Writing Requirement 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; Am 19 Feb 2004; Am 19 Feb 2004; Am 30 Jan 2008)

E. Once enrolled at the University of California, a student must satisfy the University of California Entry Level Writing Requirement before earning transfer credit for the purpose of satisfying any subsequent University of California writing requirements by taking courses at other institutions. (Am 30 Jan 2008)

Bylaws of the Academic Senate
University of California

Part II. - Universitywide Agencies and Committees

Title IV. Standing Committees of the Academic Senate

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192. Preparatory Education (Formerly numbered 215) (Am 4 June 91; CC 28 May 2003)

A. Membership shall be determined in accordance with Bylaw 128 and include one member appointed from the Board of Admissions and Relations with Schools (BOARS). One undergraduate student and one graduate student shall sit with the Committee. [See Bylaw 128.E.] The Vice Chair shall be chosen in accordance with Bylaw 128.D.2. and 3. (Am 28 May 2003)

B. Duties. Consistent with Bylaw 40 the Committee shall: (Am 28 May 2003)
   1. Advise the President and appropriate agencies of the Senate on matters relating to preparatory and remedial education, including the language needs of students from diverse linguistic backgrounds. (Am 28 May 2003)
   2. Monitor and conduct periodic reviews and evaluations of preparatory and remedial education.
   3. Supervise the University of California Entry Level Writing Requirement with special emphasis on establishing appropriate and uniform Universitywide standards for the University of California Analytical Writing Placement Exam [formerly called the Subject A Examination]. (Am 19 Feb 2004)
   4. Monitor the development and use of placement examinations in mathematics.
   5. Work with BOARS to communicate these standards to all high schools and colleges in the State of California.
   6. Monitor campuses' implementation of Senate Regulation 761.
   7. Facilitate the establishment of Divisional committees with comparable responsibilities, and promote communication between them.
   8. Report on preparatory and remedial education to the Academic Council, the Assembly, and the other appropriate Senate agencies. (Am 30 Nov 83)

From: Todd Giedt
To: UCOPE-L@LISTSERV.UCOP.EDU
Cc: Eric Zarate
Subject: UCOPE"s SharePoint Site
Date: Wednesday, November 21, 2012 1:21:14 PM

Dear UCOPE Member:

Welcome to the Senate's University Committee on Preparatory Education's SharePoint site. SharePoint is a web-based tool for on-line collaboration, information sharing, and documents with other committee members. The Senate will be utilizing SharePoint to maintain an on-line repository for agendas, annual reports, minutes, correspondence, and other documents that committees are actively working on.

SharePoint is a password protected site, so confidentiality and security are assured. To log-onto SharePoint, you only need your regular campus intranet log-in and password. The first time that you log-onto SharePoint, please select your campus, and enter your campus log-on and password at the prompts. If you have any trouble accessing SharePoint, please let me know. The URL for UCOPE's SharePoint site is: https://sp2010.ucop.edu/sites/senate/ucope/default.aspx. The URL for the Senate's main SharePoint site is https://sp2010.ucop.edu/sites/senate/Pages/Default.aspx.

Each committee's site contains a number of commonly-used links, along with the standard document libraries (Agendas, Annual Reports, Committee Correspondence, Draft Documents, and Minutes), which run down the upper left-hand side. To view any of these libraries, just click on the hyperlink. Once inside the library (e.g., Agendas), just click on either the icon or the hyperlinked item (in blue) to view the document (most will be in PDF format). You can either print the document out or save it to your hard drive. In addition to these standard libraries, your committee analyst may add other more specialized libraries (e.g., back-ground information on certain issues and/or historical information) as needed.

Besides the document libraries, SharePoint also has the ability to track committee tasks or projects, conduct surveys (electronic voting, etc.), and hosting discussions around certain topics (in lieu of email). Your committee analyst can provide more information on these specialized functions.

Let me know if you have any questions regarding the use of SharePoint. Once again, if you have any problems connecting to the site and/or logging in, please let me know.

Best regards,

Todd Giedt
Associate Director, Systemwide Academic Senate
University of California
1111 Franklin Street, 12th Floor
Oakland, CA 94607-5200
510/587-6138
http://www.universityofcalifornia.edu/senate/

From: Julie Lind
To: Eric Zarate
Subject: FW: FW: Piloting AWPE administration in China
Date: Wednesday, January 09, 2013 2:51:50 PM

Hello Eric,

Could you please squeeze on to the January 18 UCOPE agenda some time to discuss the UC Santa Barbara planned pilot for AWPE testing in China this spring.
I imagine it will not take very long to discuss.

Thank you,

Julie

Julie Lind
AWPE Coordinator
University of California Undergraduate Admissions

-----Original Message-----
From: Jonathan Alexander [mailto:jfalexan@uci.edu]
Sent: Wednesday, January 09, 2013 2:11 PM
To: Julie Lind
Cc: Gadda, George
Subject: Re: FW: Piloting AWPE administration in China

Yes, by all means.
Thanks for the head's up.
j.

> Hi Jonathan,
>
> Is the UCSB China AWPE testing pilot something that UCOPE would like
> to add to the agenda on January 18?
>
> Julie
>
> Julie Lind
> AWPE Coordinator
> University of California Undergraduate Admissions awpe@ucop.edu
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> From: Linda Adler-Kassner [mailto:adler-kassner@writing.ucsb.edu]
> Sent: Wednesday, January 09, 2013 1:21 PM
> To: Julie Lind
> Cc: Jonathan Alexander; Jan Frodesen; Mary Nisbet; Mary Jacob
> Subject: Piloting AWPE administration in China
>
> Dear Julie,
> Happy new year! Hope things are relatively calm up your way.
>
> I'm writing to raise the possibility of administering the AWPE in China
> this spring. As you might remember, we discussed the possibility of
> piloting such an exam last year; at that point I believe that we all

> agreed that a pilot project of this sort would be workable. George raised
> some concerns about exam security; I believe that Jan Frodesen (cc:ed
> here) and Michelle Lee, one of our staff who works with the English for
> Multilingual Speakers program here at UCSB, would go to China to
> administer the exam. I've cc:ed Jan, as well as Mary Jacob (Senior
> Associate Dean for Enrollment Services) and Mary Nisbet (Dean of
> Undergraduate Studies) and Jonathan Alexander here, as well, so that
> everyone can be in on the conversation.
>
> All best,
> Linda
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