APPROVED

2024 – 2025 Annual Report of the Committee on Courses of Instruction
Committee on Courses of Instruction

In fulfilling its charge as established by the Bylaws for the Berkeley Division of the Academic Senate, the COCI carried out the following activities during the 2024-2025 academic year. Professor David Landreth (English) served as chair.

Note: Items are listed chronologically in each section. Dates, unless otherwise notes, indicate the date of correspondence.

I. Actions on Course and Instructor Approvals, Variance Requests, Degree Conferrals, and Course Codes

A. Reviewed and Approved **478** changes to campus courses, including new offerings and modifications. As authorized by COCI, Senate staff approved another **491** proposals for minor modifications and withdrawals. This included courses that were updated to comply with the new Flexible Scheduling formats to indicate a course meets in the already approved online or in-person formats, and the combination of in-person and already approved equivalent "W" Web-Based Courses. The dramatic increase in proposals from previous years was due to the shift to the Curriculum and Course Management System (CCMS). Multiple departments chose to make changes to their courses prior to this shift. In total, **969** courses and modifications were approved.

B. Reviewed and approved **48** new UCB Extension instructor/course pairings.

C. Reviewed **97** variance requests (96 approved, 1 denied,), including 13 Acting Instructor-Graduate Student requests and 32 grade grievances.

D. Reviewed approximately 445 student-facilitated course proposals (**Spring 2025 and Fall 2025**).

E. Conferred degrees and honors on behalf of the Academic Senate for Summer 2024, Fall 2024, and Spring 2025.

F. Approved the creation of the following new course codes:

- Climate Solutions – CSOL *(11/22/2024)*
- Manchu Language – MANCHU *(2/28/2025)*
- Modern Greek – MDGRK *(2/28/2025)*
- Disability Studies – *DISSTD (8/22/25)*

II. Finished Business

A. Completed with Written Comment

- Systemwide Senate Review of Proposed Senate Regulation 627 (Posthumous Awarding of Degrees) – *The Committee was asked to provide comments on proposed Senate Regulation 627. The Committee discussed this regulation on 10/18/24. Chair Landreth sent comments to Division Chair Amani Nuru-Jeter addressing COCI's desire to maintain the current policy on 11/13/24.*

- Guidelines for Response to Disruptions to Instruction update
  The Committee discussed (11/8/24 and 11/22/24) and updated the Instructional Continuity Guidelines document. Division Chair Amani Nuru-Jeter was forwarded an overview of the updates and an updated document on 12/3/24

- Disability issues
  - *Disability Liaisons visited COCI for a discussion about Accommodation procedures and concerns on 11/22/24.*
  - *Reviewed Draft Campus Disability Strategic Plan (1/31/25) and provided written comments to Division Chair Amani Nuru-Jeter on date 2/6/25.*

- In-person Exams for Online Summer Sessions Courses *(12/13/24)*
  The Committee discussed if online courses would be permitted to require in-person final exams during summer sessions. Chair Landreth forwarded comments to Chair Nuru-Jeter on 12/19/24.

- Public Law 117-328 – Incomplete Grading Policy for service members called to active duty, training, or state service
  The Committee was asked to comment on language changes to support changes to the Incomplete Grading Policy on 12/13/24. Chair Landreth sent comments on proposed language for the policy to the Committee on Rules and Elections on 2/5/25.

- American History and Institutions Requirement Update
  Following Committee discussions on 2/24/25 and 2/28/25, Chair Landreth wrote a letter to Division Chair Amani Nuru-Jeter that provided an update on COCI's decision to update the American History and Institutions Requirement on 4/16/25.

- Generative AI Roll Out
  - *The Committee responded to the request for comment on the proposed roll out on 3/14/25*
  - *Sent comments to Division Chair Amani Nuru-Jeter on 3/26/25*
  - *The Committee then discussed changes to the COCI Checklist for Syllabus development on 8/22/25.*

- APC Systemwide Academic Calendar Workgroup Report
  The Committee was asked to comment on the Academic Calendar Workgroup Report. Following Committee discussion, Chair Landreth sent a letter to Division Chair Amani Nuru-Jeter on 4/1/25 recommending the continued use of the semester system.

- Grief Absence Policy for Students (GAPS) Proposal
  Following Committee discussion on 4/11/25, Chair Landreth responded to the request for comment with a letter to Division Chair Amani Nuru-Jeter on 4/25/25 with feedback regarding the planned GAPS policy.

B. Completed without Written Comment

- COCI Goals
  Discussion on goals as presented to Divisional Council 10/18/24

- Revisions to COCI Handbook 3.3.1. Procedures for Grade Appeals Based on the Alleged Use of Non-Academic Criteria
  Discussions on 11/8/24, 02/28/25 and 5/9/25

- Student Facilitated Course Review Process
  Discussion on 1/17/25

- Update to COCI Syllabus Checklist
  Discussions on 1/31/25, 3/14/25, and 8/22/25

- Online Assessment Questions *Discussion on 4/11/25*

- Summer Sessions and Online Instruction
  - *Discussions on 4/25/25 and 5/9/25.*
  - *On 5/9/25 Rick Russo, Dean of Extended Education and Jess Bauer, Assistant Dean of Summer Session met with COCI to discuss to the sharp increase in online enrollments in Summer Sessions where approximately half of all students are enrolled online.*

III. Unfinished Business

- Computer Science 10 and the use of Incomplete grades
  The Committee discussed the issue brought by the Committee on Rules and Elections on 1/31/25, 5/9/25, and 8/22/25. This included the Sciences Subcommittee's meeting with Professor Dan Garcia, who prompted the conversation. As of 8/22/25, the Committee had not found an acceptable solution and would continue the conversation in the 2025-2026 academic year.