

**MINUTES**  
**COMMISSION ON UNDERGRADUATE STUDIES AND POLICIES**  
**September 11, 2017**  
**230 Student Services Building, 3:00 PM**

**PRESENT:** D. Stauffer (Chair); K. Albright; C. Boone for J. Ross; D. Clubb; V. Fowler; T. Hammett; W. Huckle for M. Hajj; M. Kasarda; L. Khansa; A. M. Knoblauch; C. Leeth; R. Panneton for S. Morton; K. Redican; J. Sible; S. Sumner for A. Grant; D. Thorp; L. Zietsman; A. Zink-Sharp

**ABSENT WITH NOTIFICATION:** R. Holloway; S. Metko

**ABSENT WITHOUT NOTIFICATION:** C. Clarke

**VISITORS:** R. Sparks; G. Costello; J. Pharis; J. Sanders

**CALL TO ORDER**

The meeting was called to order at 3:00 PM by Dean Stauffer, Chair.

**ADOPTION OF THE AGENDA**

A motion was made and seconded to approve the agenda. The motion to approve the agenda passed unanimously.

**ANNOUNCEMENT OF APPROVAL AND POSTING OF MINUTES**

D. Stauffer announced the April 24, 2017 minutes were electronically approved and can be accessed via the University Registrar's website:

[https://registrar.vt.edu/content/dam/registrar\\_vt\\_edu/documents/Updates/governance/2016-2017/cusp\\_apr\\_24\\_17/minutes\\_4\\_24\\_17.pdf](https://registrar.vt.edu/content/dam/registrar_vt_edu/documents/Updates/governance/2016-2017/cusp_apr_24_17/minutes_4_24_17.pdf)

**WELCOME AND REMARKS FROM THE CHAIR**

D. Stauffer welcomed new and returning members of the Commission. Commission members then performed self-introductions.

D. Stauffer then outlined the charge and goals of the Commission on Undergraduate Studies and Policies for the 2017-2018 Academic Year:

- Review of the Charge of the Commission
  - The Commission on Undergraduate Studies and Policies is charged to study, formulate, and recommend to University Council policies and procedures concerning on- and off-campus undergraduate academic matters. Areas for consideration include: library resources, admissions, academic progress, degree requirements, Honor Systems and study environment; In-Honors

programs, curricula, courses, advising, and instruction; student honors and awards; financial aid, scheduling, registration and other matters affecting the undergraduate student academic environment.

- Goals for the 2017-2018 Academic Year
  - The Academic Policies Committee will review and establish guidelines for the pre-matriculation DSST
  - The Commission will study and formulate any needed policy changes and/or additions needed to support the Destination Areas, Strategic Growth Areas, and Pathways to General Education.

## **REPORTS AND MINUTES FROM COMMISSION COMMITTEES/SUB -COMMITTEES**

### **COMMITTEE REPORTS**

#### **Academic Support Committee**

No Report.

#### **Academic Policies Committee**

No Report.

#### **Athletic Committee**

S. Sumner presented the February 22, 2017 minutes of the University Athletic Committee. A motion was made and seconded to **ACCEPT** the minutes of the February 22, 2017 meeting of the University Athletic Committee.

**The motion passed unanimously.**

S. Sumner presented the March 21, 2017 minutes of the University Athletic Committee. A motion was made and seconded to **ACCEPT** the minutes of the March 21, 2017 meeting of the University Athletic Committee.

**The motion passed unanimously.**

S. Sumner presented the 2016-2017 Annual Report of the University Athletic Committee. A motion was made and seconded to **APPROVE** the 2016-2017 Annual Report of the University Athletic Committee.

**The motion passed unanimously.**

S. Sumner reported that the University Athletic Committee will hold its first meeting of the 2017-2018 Academic Year on September 12, 2017.

**Commencement Committee**

No Report.

**Honor System Review Board**

No Report.

**Library Committee**

No Report.

**Undergraduate Curriculum Committee**

No Report

**Undergraduate Studies and Policies**

No Report.

**University Curriculum Committee for General Education**

L. Zietsman reported that the University Curriculum Committee for General Education held its first meeting of the 2017-2018 Academic Year on September 6, 2017. She also reported that the first meeting of the UCC/UCCGE Ad-Hoc Review Committee would be held on September 13, 2017.

**CONSTITUENT REPORTS****Commission on Administrative and Professional Faculty Affairs**

D. Clubb reported that the Commission on Administrative and Professional Faculty Affairs will be holding its first meeting of the 2017-2018 Academic Year on September 13, 2017.

**Staff Senate**

No Report.

**Faculty Senate**

D. Stauffer informed the Commission that the Faculty Senate will be reviewing a resolution concerning shared governance with the Staff Senate, Student Government Association, and Graduate Student Assembly. This proposed resolution would potentially impact the timing of resolutions brought forward for second reading to the Commission. D. Stauffer indicated that the resolution is in

the early stages of discussion and will keep the Commission informed of its progress through governance.

**Student Government Association**

No Report.

**Graduate Student Assembly**

No Report.

**OTHER BUSINESS**

**Nominations/Review of CUSP Sub-Committee Chairs and Representatives for AY 2017-2018**

Dr. Lara Khansa accepted the nomination to serve as the Commission's Representative to the University Commencement Committee.

**ADJOURNMENT**

A motion was made and seconded to adjourn the meeting at 3:17 PM.

*Respectfully Submitted,  
Justin D. Sanders, Office of the University Registrar*