

MINUTES

Commission on Undergraduate Studies and Policies 1045 Pamplin Hall
September 9, 1996

Present: Dr. John Seiler, Chair; Dr.'s M. Denbow, J.L. Eaton, C. Eustis, R. Fell, J. Fulton, O.H. Griffin, P. Knox, M.A. Lewis, J. Marchman, P. Meszaros, C. Steele Rogers. M. Schaefermeyer, M.J. Sirgy, D.W. Smith, N. Spencer, D. Stetler, E. Sturgis, B. Tracy, J. White; W.H. Dean, University Registrar; J. Eggleton, SGA/AA; W. Grubb, Staff Senate; S. Martin, CAUS; J. Price, SGA; S. Valentine, Honor System; S. Wilson.

Absent: Dr.'s R. Bates, S. Brooker-Gross, G. Brown, P. Edwards, J. Johnson, R. Sorensen, F.W. Stephenson, L. Swiger; T. Johnson, SGA; P. Murphy, Newman Library.

Visitors: C. Goree, E. Guertin, D. Scott, K. Torgersen

Call to Order and Announcements

Dr. John Seiler called the meeting to order at 3:05 p.m.

The Agenda was approved as amended.

The Minutes of April 22, 1996 were approved as distributed.

As a point of information, Wanda Hankins Dean stated that new degree programs in Public and Urban Affairs and Environmental Policy and Planning, were approved by the Commission in April but will be submitted in resolution form to University Council for final approval as per guidelines set forth in the University Constitution. She noted this format would be required of all future submissions for new degree programs.

Welcome to new and returning members

Dr. John Seiler, Chair, welcomed both new and returning members. He provided to the membership present the charge of the Commission as well as its membership structure. Introductions followed.

Remarks from the Provost

Dr. Peggy Meszaros addressed the membership and expressed her appreciation for their willingness to serve on the Commission and address undergraduate academic issues which are among the most important to the University. She stated that she has met with the Commission and Committee Chairs to discuss issues respective to their groups and those which crossover membership lines. She added that academic priorities are being set in place now as directed by the University Plan with guidance provided by the governance system. Dr. Meszaros noted that one major challenge for the university will be the implementation of the new Academic Eligibility Policy, She invited members to share any comments or concerns now and throughout the academic year.

Reports from Commission Sub-Committees

Committee on Undergraduate Curricula

Dr. Cosby Steele Rogers presented the September 9, 1996 report. Elizabeth Guertin inquired if PHYS 1055-1056 and 1155-1156 would move forward for core approval as they are currently approved under a special study course number and if students' records would be updated with the new course numbers. Wanda Dean stated it was her understanding they would progress through the Core Committee for approval and that students' records could be batch changed. The motion was made and seconded to approve the report "for First and Second Reading". The motion carried.

For "First and Second Reading"
(unanimous approval)

Courses APPROVED for FALL 1996

APSC	3764	Livestock Merchandising
new		
CE	4104	Water and Wastewater Treatment
Design	revised	
MSE	4384	Nuclear Materials
new		
PHYS	1054	A Brief History of the Universe
new		
PHYS	1055-1056	Introduction to Astronomy
new		
PHYS	1155-1156	Astronomy Laboratory
new		

Courses APPROVED for SPRING 1997

BSE	3144	Instrumentation and Control for
Biological Systems		new
ME	4644	Introduction to Rapid Prototyping

New Courses APPROVED for FALL 1997

PHYS	3154	Observational Astrophysics
new		

Checksheets, Option and Concentrations

Horticulture Checksheets, Major, Graduating Class of 1998
Horticulture Crops Option
Horticulture Education and Therapy Option Horticulture Science Option
Landscape Contracting Option

Industrial Design Checksheet, Minor, Graduating Class of 1998

Hospitality and Tourism Management Checksheet, Major, Graduating Class of 1998

Materials Science and Engineering Checksheet, Major, Graduating Classes of 1997, 1998 and 1999

American Studies Checksheet, University Concentration, Graduating Classes of 1997 and 1998

Appalachian Studies Checksheet, University Concentration, Graduating Classes of 1997 and 1998

Asian Studies Checksheet, University Concentration, Graduating Classes of 1997 and 1998

Classical Studies Checksheet, University Concentration, Graduating Classes of 1997 and 1998

Humanities and the Arts Checksheet, University Concentration, Graduating Classes of 1997 and 1998

Medieval and Renaissance Studies Checksheet, University Concentration, Graduating Classes of 1997 and 1998

Bachelor/Master of Accountancy, 5 year degree Option and Checksheet, Graduating Class of 1997

Courses to be DELETED

BSE	4504	Instrumentation and Control for Biological Systems
PHYS	2044	The Planetary System
PHYS	2054	Introduction to Astronomy
PHYS	2154	Observational Astronomy

Reports from Standing Committees

Committee on Academic Support

Dr. Mike Denbow presented the minutes from March 27, 1996 for acceptance. He stated the committee would be continuing its assessment for allowing 15 minutes between classes. The motion was made and seconded to accept the minutes as presented. The motion carried.

University Athletic Committee

Dr. Norrine Spencer presented the from March 27, 1996 for acceptance. She stated the Report for a Comprehensive Support Center to Athletes would be finalized at the September meeting. Dr. Meszaros asked the approved report be forwarded to the Commission. Dr. Spencer noted that the presence of Dr. Meszaros at the March meeting was instrumental in having this issue move forward. The motion was made and seconded to accept the minutes and presented. The motion carried.

University Core Curriculum Committee

Dr. Mark Schaefermeyer presented the minutes from March 28, April 11 and April 25, 1996 for acceptance. Dr. Hayden Griffin expresses his disappointment over the denial of inclusion for MN 4005 in Area III. He added that with current recruitment efforts to bolster enrollments in the Corps of Cadets, we are disadvantaging students who are required to take this course. Dr. Griffin requested that the Core Curriculum Committee reconsider MN 4005 for Area III approval. Dr. Ellie Sturgis stated she would forward Dr. Griffin's concerns to the Core Committee at the September 11 meeting. The question was raised if there exists a location which is regularly updated to provide approved university core courses. Wanda Dean stated this information should be available on the home page of the University Registrar by mid-October. She added the course information would be taken directly from the Core Curriculum Minutes as accepted by the Commission.

Dr. James Marchman voiced concern relative to the university's ability to meet student needs in regard to fulfilling Area VI of the core. He then made a motion to suspend Area VI of the Core Curriculum due to lack of capacity. The motion was then seconded. A "friendly" amendment was offered and seconded to request the Core Committee review supply and demand issues as in regard to the ability of students to fulfill Area VI requirements and that a response from the Core Committee to CUSP be received by September 23. A motion was made and seconded to table the original motion. Motion to table was approved. The "friendly" amendment to the original motion was approved.

There was further discussion relative to the scope of the Core Review currently in progress. Specifically, the Commission asked whether the core review will include an analysis of the University's ability to offer sufficient sections of core courses to meet demand? Members of the Commission suggested this topic be continued at the September 23 meeting. Some discussion followed relative to how CUSP can communicate best with the University Core Curriculum Committee and vice versa. Wanda Dean suggested that further discussion of CUSP/University Core/ Governance follow at the next meeting. The motion was then made and seconded to accept the minutes as presented. The motion carried.

Restricted Programs

Wanda Hankins Dean reported this would be the first time a review has taken place of currently restricted programs and those requesting to be restricted, per Presidential Policy Memo 115. She added if a program wishes to discontinue its current restrictions, no action is required. For those wishing to submit restrictions, they may do so at any time by following the established guidelines. Wanda noted that any program(s) with recent restrictions approved by the Commission must still receive approval by the Provost since this final step has not occurred, recent approved restrictions must be forwarded. She also noted that during the review process, the Committee on Undergraduate Curricula would be looking for academic rationale with the Council of Deans addressing fiscal justification and adherence to the college specific strategic plan in addition to the academic rationale. Wanda noted that final approval of all restrictions will rest with the Provost.

Remarks from the Vice Provost

John Fulton stated that a group established by the Provost were invited to attend the conference at Breckenridge based upon submission of a proposal addressing the new academic eligibility policy and how to assist students in succeeding under these new requirements. The membership of the group, consisting of Anne McNabb, Ann Moore, Elyzabeth Holford, Lannie Cross, Delores Scott, Siegfried Holzer and John Fulton are continuing to identify pilot programs to attain the goals set forth in the proposal,. John noted one group, known as the Committee on Student Success has already been established to address identified issues surrounding the new policy. He stated that later in the year, the Breckenridge group would decide if the university is prepared to implement the new policy as proposed or if changes or delay of implementation is needed based on the outcomes of pilot programs set forth by the group. John reported that three initial pilot programs are in the planning stages and they are to establish Advising Teams, to offer Treisman Model courses and the begin a Great Speakers program. He stated that moneys have been made available for the pilots and would continue for those programs which prove viable.

College Information Exchange

No information was shared at this time.

Other Business

A brief discussion took place concerning issues which fall under the purview of the Commission and its committees. Those include the review of Presidential Policy Memo 11, Offering of Academic Minors, to allow American Sign Language to fulfill the foreign language requirement and academic levels in regard to the reduction of hours in several colleges.

Dr. Seiler stated that academic advising was briefly discussed last year and added that he plans to establish an adhoc committee to pursue the issue. He distributed a handout requesting suggestions and feedback on issues surrounding advising, what the charge of the committee should be and for volunteers. He added he hoped to have information available by the September 23 meeting.

Dr. Mary Ann Lewis requested the Office of Undergraduate Admissions report to the Commission on the National Student Exchange Program. She asked the report include information on student progress both overall and by major, program expectations and success rates.

Wanda Hankins Dean reported the State Council of Higher Education is currently reviewing AP scores required by state schools with justification being required for those requesting a score of 4 or 5 for credit to be awarded. She noted that Dr. Ellie Sturgis is currently working with departments on the justification request and that information provided to SCHEV would be shared with the Commission.

The meeting was adjourned at 3:45 p.m.

Respectfully submitted,

Steven Wilson
Assistant to the University Registrar

MINUTES

Commission on Undergraduate Studies and Policies
1045 Pamplin Hall
September 23, 1996

Present: Dr. John Seiler, Chair; Dr.'s S. Brooker-Gross, M. Denbow,
J.L. Eaton, C. Eustis, R. Fell, J. Fulton, O.H. Griffin, M.A.
Lewis, J. Marchman, P. Meszaros, C. Steele Rogers.

M.J. Sirgy, D. Stetler, R. Tracy, J. White; W.H. Dean,
University Registrar;
J. Eggleton, SGA/AA; W. Grubb, Staff Senate; P. Murphy,
Newman Library; J. Price, SGA; S. Valentine, Honor
System; S. Wilson.

Absent: Dr.'s R. Bates, G. Brown, P. Edwards, J. Johnson, P. Knox, M.
Schaefermeyer,

D.W. Smith, R. Sorensen, N. Spencer, F.W. Stephenson, E.
Sturgis, L. Swiger;
T. Johnson, SGA: S. Martin.

Visitors: R. Gididngs, C. Goree, E. Guertin, K. Torgersen. C. Wood

- Call to Order and Announcements

Dr. John Seiler called the meeting to order at 3:05 p.m.

- The Agenda was approved as distributed.
- The Minutes of September 9, 1996 were approved as corrected.
- Commission on Undergraduate Studies and Policies and the
University Core Curriculum Committee

Wanda Hankins Dean followed up on previous discussions regarding communication issues between the University Core Committee and the Commission. She stated that any minutes submitted to CUSP are to be presented for acceptance and not approval. She added that those committees which submit reports (i.e. CUC) will present those reports for approval. Wanda noted that Presidential Policy Memorandum 125, Revised University Core Curriculum, states the UCC "will make final curricular recommendations to CUS concerning inclusion of courses in the Core Curriculum.". She indicated that Susan Brooker-Gross, who provides administrative support to UCC, has agreed to submit future actions from UCC in a report format for approval in addition to their minutes for acceptance. Wanda indicated that any amendment to university policy, such as changes to the University Core, must be in resolution format with two readings for approval by the Commission and University Council.

Susan Brooker-Gross stated that it is common to have ongoing discussions between departments and UCC in regard to courses which have not been approved for inclusion in the core. She indicated this is currently the case with MN 4005 and added the committee is waiting to hear from the course offering department. She stated that larger issues can impact these discussions and future decisions, including prerequisites, access to students and if courses are geared toward a specialized clientele. Questions were raised as to the ability to include 4xxx level courses in the core and what would prohibit their inclusion. Susan responded that operational guidelines, as approved through the commission, are followed for course inclusion. A brief discussion took place concerning course levels, specialization of courses, previous credit and impacts on other courses.

Susan distributed a handout in regard to core Area VI and the core review. She stated the Area VI is the first scheduled for review and that they are currently half way through the process. She made reference to the handout for the timeline and summary plan of the review. Susan stated the core committee is currently exploring ways to satisfy the demand for 1 credit courses in Area VI. Susan reported for Ellie Sturgis that seats in FA 2004 would be doubled for Spring 1997, for a total of approximately 2400 seats. It was noted that in addition to capacity problems, advising issues are an ongoing problem, especially for juniors and seniors who have not scheduled the course thus far. The point was brought up that when this area of the core was established and implemented, assurances were made that seats would be made available in the course to meet the demand. An inquiry was made if Arts and Sciences students should be precluded from enrolling in the course and/or if the course should be restricted to juniors and seniors only. Jim Marchman noted these possibilities only delay the problem. It was noted that Arts and Sciences believes it can meet the steady demand for seats in FA 2004. A discussion ensued on whether the issue should be dealt with completely at this time or if the immediate problem should be addressed and await the outcome of the core review for a more permanent solution. Susan stated that additional possibilities for credit in Area VI might include intense weekend experiences, some Area II courses being moved to Area VI or to "double-dip" in specified courses from Areas II and VI. It was noted that similar problems have occurred in Area II courses and those requirements were fulfilled by substitutions or waivers as approved by the appropriate parties.

Jim Marchman offered a resolution for first reading which would amend the Area VI requirement as set forth in Presidential Policy Memorandum 125. The motion was then seconded. His resolution allows for double counting of certain courses in Areas II and VI of the core curriculum to enable students to fulfill requirements in a timely manner. A discussion followed relative to the ability of the resolution to provide immediate relief for capacities in Area VI. A motion was then made and seconded to waive the first reading of the resolution and approve for second reading. At this time, a vote by show of hands was taken to waive first reading. The motion to waive first reading failed by a vote of 11 to 9. The resolution will be presented for second reading at the October 14 meeting of the commission.

- Reports from Standing Committees

University Core Curriculum Committee

Dr. Cindy Wood presented the May 9, 1996 minutes for acceptance. It was noted that ENGR 2864, Electrical Energy and Global Environment has not been approved by the Committee on Undergraduate Curricula. Clarification was requested on the status of the course in regard to CUC approval. Motion was then made and seconded to accept the minutes as presented. The motion carried.

- College Information Exchange

Dr. Hayden Griffin stated that in regard to courses for core inclusion, existing courses have been submitted directly to UCC and bypassing the College Curriculum Committee.

- Other Business

Karen Torgersen, Interim Director of Undergraduate Admission stated she would be reporting on the National Student Exchange Program at the November

11 meeting of the commission.

Dr. John Seiler reported he has received few responses in regard to his prior request for issues on advising. He asked that anyone with comments or suggests to please forward them to him as soon as possible.

- The meeting was adjourned at 4:27 p.m.

Respectfully submitted,

Steven Wilson
Assistant to the University Registrar

MINUTES

Commission on Undergraduate Studies and Policies

President's Boardroom

October 14, 1996, 1996

Present: Dr. John Seiler, Chair; Dr.'s S. Brooker-Gross, M. Denbow, J.L. Eaton, C. Eustis, R. Fell, O.H. Griffin, P. Knox, J. LaPorte, M.A. Lewis, J. Marchman, P. Meszaros, C. Steele Rogers, M. Schaefermeyer, J. Sullivan for D.W. Smith, N. Spencer, D. Stetler, E. Sturgis, R. Tracy, J. White; W.H. Dean, University Registrar; W. Grubb, Staff Senate; P. Murphy, Newman Library, S. Valentine, Honor System; S. Wilson.

Absent: Dr.'s R. Bates, G. Brown, P. Edwards, J. Johnson, M.J. Sirgy, R. Sorensen, F.W. Stephenson, L. Swiger; J. Eggleton, SGA/AA, T. Johnson, SGA; J. Price, SGA: S. Martin.

Visitors: L. Anderson, S. Bambach, W.D. Conn, P.A. Distler, J. Fulton, R. Giddings, C. Goree, E. Guertin, A. McNabb, D. Welch, J. Smoot, T. Tuckwiller.

• Call to Order and Announcements

Dr. John Seiler called the meeting to order at 3:03 p.m.

• The Agenda was approved as distributed.

• The Minutes of September 23, 1996 were approved as distributed.

• Resolution 1996-1997A., Amendment to Presidential Policy Memorandum 125

Dr. James Marchman presented the resolution "for Second Reading". The motion was made and seconded to approve as presented. Dr. Marchman stated the resolution would allow for the double counting of courses between Core Curriculum Areas II & VI, adding this would be retroactive for all students subject to the Area VI requirement. Dr. Ellie Sturgis distributed enrollment statistics in FA 2004, an Area VI course. She stated that until this semester, the course had been under subscribed and added that with the additional sections to be scheduled for Spring 1997, the current demand should be met. Dr. Sturgis noted that additional courses in Music, Humanities and Art are under development to meet Area VI requirements. She reported that those students (Jr's) required to fulfill the requirement have not elected to enroll in a one hour course until this semester. She noted that if courses are allowed to double count as specified in the resolution, this would adversely impact Area II courses. Dr. Sturgis stated Arts and Sciences would continue to follow current practice and add additional sections and instructors in core courses as required. She added the resolution seems premature in light of the review of Area VI currently in process. Dr. Susan Brooker-Gross state that Area VI courses have been problematic, therefore it is the first area under review. She stated the reports, due December 1, should provide updated information and enable the committee to evaluate the goals of Area VI. She echoed Dr. Sturgis's sentiment that the resolution appears premature in light of the review.

Dr. Tony Distler stated that when the course was in development, he had fought for it to be offered as three credits but ran into much opposition. He noted that it is very difficult to teach a one hour course which requires student interaction. An inquiry was made into what type(s) of interaction took place in the course. Dr. Distler, who currently teaches FA 2004, stated that his teaching style as well as interactions with the artists and performers constitute the interaction. He shared with the

commission the current term syllabus and provided examples of interactions between himself, the students and the performing artists. He reported that FA 2004, currently being offered for the fourth time, has been undersubscribed until this year. He added that this semester, no student who requested to be force-added into the course was turned away. Dr. Marchman stated the availability of the course and not its validity is what he questions. Dr. John White stated the commitment by Arts and Sciences is sufficient evidence for him that the availability of the course will be assured and is no longer an issue. Dr. Mark Schaefermeyer stated Arts and Sciences is working through the problem and that as a recruiter, the perception exists that Virginia Tech is a "technical" school and that courses such as this make us appear more than one dimensional. Scott Valentine inquired if enough seats would be made available to accommodate the "bubble" of students needing to fulfill the requirement. Dr. Sturgis responded they believe the seats will be available and that additional sections would be added as required to meet demand. Dr. Griffin stated it should not be our normal practice to forceadd students into courses. Dr. Griffin also stated his feeling that the Core Curriculum is not coherent in its offerings with Dr. White agreeing, but adding it is that way by design to ensure a liberal education. Dr. White added that the utilization of forceadd has become more of a standard procedure for many departments facing enrollment management issues.

Dr. John Seiler asked that a "friendly" amendment be made to change verbiage in paragraph six from "unconscionable" to "unreasonable". Motion was made and seconded to approve the "friendly" amendment as presented. A call for the question was made and a vote by show of hands was then taken. The motion to approve the resolution, as amended, was defeated by a vote of 18 to 2.

- Resolution 1996-1997B., Change in Scheduling of M,W,F Courses

Dr. Mike Denbow, Chair of the Committee on Academic Support, presented the resolution "for First Reading". He stated the resolution was prompted by study done last year by CAS on travel time across the campus. Dr. Denbow reported that contact minutes would not be diminished by the change and added that an impact study would be done prior to the second reading of the resolution. It was noted the resolution must also be approved by the Commission on Graduate Studies. Dr. Cathy Goree stated the Commission on Student Affairs would be very much interested in reviewing the resolution.

- Reports from Commission Sub-Committees

- Committee on Undergraduate Curricula

Dr. Cosby Steele Rogers, Chair, presented the October 14, 1996 report. The motion was made and seconded to approve the report "for First and Second Reading" as presented. The motion carried.

For "First and Second Reading"
(unanimous approval)

- Courses APPROVED for FALL 1996

ALS(EDVT) 4254
Technical Education revised
GEOG 4384
new

Adult Education in Vocational and
The ARC/INFO Geographic Information System

- Courses APPROVED for SPRING 1997

BSE 4394 Water Supply and Sanitation in
Developing Countries revised

- Reports from Standing Committees

Committee on Academic Support

Dr. Mike Denbow, Chair, presented the April 24, 1996 minutes for acceptance. Included with the minutes are proposed academic calendars for 1998-1999 and 1999-2000. Dr. Denbow reported the calendars continue the current practice of classes beginning on a Monday. It was noted by several members present that this schedule works very well for all involved and we should strive to maintain consistency. The motion was made and seconded to accept the minutes, with attached calendars, as presented. The motion carried.

University Athletic Committee

Dr. Norrine Spencer presented the April 17, 1996 minutes for acceptance. No discussion ensued. The motion was made and seconded to accept the minutes as presented. The motion carried.

University Core Curriculum Committee

Dr. Cindy Wood. Chair, presented the September 11 and 18, 1996 minutes for acceptance. She stated responses to CUSP concerns were addressed but no courses were discussed as the minutes indicate. Dr. Wood noted that Dr. Bob Parson was elected as the committee Vice-Chair. The motion was made and seconded to accept the minutes as presented. The motion carried.

- College Information Exchange

Elizabeth Guertin reported the recently published 1996-1997 Transfer Guide for Virginia Community Colleges and Richard Bland College is now available on the UAAC home page. Susan Bambach stated the guide has been distributed to academic departments. It was noted that student in University Studies and Business can request approval to transfer courses electronically and that has proved very successful in both areas. Dr. John Fulton inquired if it would be beneficial to have a similar guide available for four year institutions. It was noted this would be beneficial but that resources are not currently available for development.

- Other Business

No other business was presented.

- The meeting was adjourned at 4:03 p.m.

Respectfully submitted,

Steven Wilson
Assistant to the University Registrar

MINUTES

Commission on Undergraduate Studies and Policies

President's Boardroom

October 28, 1996

Present: Dr. John Seiler, Chair; Dr.'s S. Brooker-Gross, J.L. Eaton, C. Eustis, R. Fell, J. LaPorte, M.A. Lewis, J. Marchman, J. Fulton for P. Meszaros, C. Steele Rogers, M.Schaefermeyer, D. W. Smith, N. Spencer, D. Stetler, E. Sturgis, R. Tracy, J. White; W.H. Dean, University Registrar; S. Martin, CAUS; P. Murphy, Newman Library, T. Olson for S. Valentine, Honor System; S. Wilson.

Absent: Dr.'s R. Bates, G. Brown, M. Denbow, P. Edwards, O.H. Griffin, J. Johnson, P. Knox, M.J. Sirgy, R. Sorensen, F.W. Stephenson, L. Swiger; J. Eggleton, SGA/AA, T. Johnson, SGA; J. Price, SGA; W. Grubb, Staff Senate.

Visitors: S. Bambach, R. Giddings, E. Guertin,

- Call to Order and Announcements

Dr. John Seiler called the meeting to order at 3:03 p.m. He stated impact studies are in progress in regard to the resolution proposing changes to M, W, F class times. He added the resolution would be presented for second reading after these studies are completed.

- The Agenda was approved as distributed.
- The Minutes of October 14, 1996 were approved as distributed.

- University Self Study

Dr.'s David Conn and Anne McNabb presented an overview of the study currently in progress. It was noted this presentation is being provided to all university commissions. In response to an inquiry on documentation and "must" statements, it was stated these items are available in 419 Newman Library and soon to be on the Internet.

- Reports from Commission Sub-Committees

Committee on Undergraduate Curricula

Dr. Cosby Steele Rogers, Chair, presented the October 28, 1996 report. She reminded the commission that items unanimously approved by the CUC are presented for "first and second reading", but added that discussion and separate second reading may be requested. She also noted the 15 day review is concurrent with CUC review. A brief discussion ensued over the merits of the review process being completed prior to CUC review. At the request of the membership, Wanda Hankins Dean stated her office would closely monitor these dates and agreed not to forward items to CUC prior to the end of the 15 day review. The motion was made and seconded to approve the report "for First and Second Reading" as presented. The motion carried.

For "First and Second Reading"
(unanimous approval)

- Courses APPROVED for FALL 1996

FOR
revised

2554

Nature and American Values

- Courses APPROVED for SPRING 1997

- Reports from Standing Committees

University Core Curriculum Committee

Dr. Susan Brooker-Gross, presented the September 25, 1996 minutes for acceptance. The motion was made and seconded to accept the minutes as presented. The motion carried. She also presented the September 25, 1996 report for approval. The motion was made and seconded to approve the report as presented. The motion carried.

- College Information Exchange

No information was exchanged at this time.

- Other Business

Dr. Jim Marchman, Chair of the Committee on Academic Policies, presented Resolution 1996-1997C. "for first reading". He stated the resolution provides equal distribution of academic level based on hours completed. It was noted this follows guidelines currently being proposed by the State Council of Higher Education. Wanda Hankins Dean indicated she would inquire on programming impacts and/or changes. It was also noted that implementation of this resolution would not impact any current policy(s). A friendly amendment was offered to make the effective date of the resolution Spring 1997. The motion was made and seconded to approve the friendly amendment as offered. The motion carried.

Wanda Hankins Dean reported she would provide information on course tracking via the University Registrar's HomePage at the November 11 meetings. She added that a demonstration of student access via the Interment may also be presented at this time.

- The meeting was adjourned at 4:02 p.m.

Respectfully submitted,

Steven Wilson
Assistant to the University Registrar

MINUTES

Commission on Undergraduate Studies and Policies
President's Boardroom
November 11, 1996

Present: Dr. Cosby Steele Rogers for John Seiler, Chair; Dr.'s S. Brooker-Gross, R. Fell, J. Fulton,
O.H. Griffin, P. Knox, J. LaPorte, M.A. Lewis, J. Marchman,
M.J. Sirgy, N. Spencer,
E. Sturgis, R. Tracy, J. White; M. Foushee for W.H. Dean,
University Registrar; W. Grubb, Staff
Senate; S. Martin, CAUS; P. Murphy, Newman Library, S. Wilson.

Absent: Dr.'s R. Bates, G. Brown, M. Denbow, P. Edwards, J.L. Eaton, C. Eustis, J. Johnson,
P. Meszaros, M. Schaefermeyer, D.W. Smith, R. Sorensen,
F.W. Stephenson, D. Stetler,
L. Swiger; J. Eggleton, SGA/AA, T. Johnson, SGA; J. Price,
SGA; S. Valentine, Honor System.

Visitors: E. Guertin, J. Nottingham, K. Torgersen

- Call to Order and Announcements

Dr. Cosby Steele Rogers called the meeting to order at 3:07 p.m.

- The Agenda was approved as distributed.
- The Minutes of October 28, 1996 were approved as distributed.
- Resolution 1996-1997C. Reclassification of Undergraduate Academic Levels

Dr. James Marchman presented the resolution "for Second Reading". It was noted at this time that programming changes affected by the resolution could be implemented by Spring 1997. The motion was made and seconded to approve the resolution as presented. The motion carried.

- National Student Exchange Program

Karen Torgersen, Interim Director of Undergraduate Admissions and Jacqueline Nottingham, NSEP Coordinator provided the commission with updated information on the program. General information on NSEP as well as information specific to Virginia Tech was distributed. This included enrollment numbers, gpa, native college information, etc. A brief discussion took place with inquiries made on several issues. One concern expressed was if these students who are admitted as juniors or seniors would receive scheduling preference over native Virginia Tech students of the same academic level. Jacqueline responded this has not been the case in the past, as these students are treated as if they are native to Virginia Tech. Another concern raised was if students enroll in courses for which they do not have the background or prerequisites. Jacqueline stated that when students are accepted into the program, they are sent registration materials which include the timetable and catalog. She added the expectation exists that they will read these materials and use them accordingly when scheduling courses. It was also noted that the program has proved very successful in the two years of its existence and is a positive selling point for the university.

- Reports from Standing Committees

University Core Curriculum Committee

Dr. Susan Brooker-Gross, presented the October 9, 1996 minutes for acceptance. The motion was made and seconded to accept the minutes as presented. The motion carried. She also presented the September 25, 1996 report, noting that future reports would reflect only those items which have received final approval. Elizabeth Guertin stated it would be beneficial to list course prerequisites whenever possible on items presented in the reports.

University Library Committee

Patricia Murphy presented the September 18, 1996 and October 9, 1996 minutes for acceptance. She stated the issue of serials and journals cancellation has been a large issue at the committee level as noted in the minutes. Dr. Rick Fell inquired if the committee would be looking into the recall issue with Patricia responding that is an issue currently before the committee. The motion was made and seconded to accept the minutes as presented. The motion carried.

- College Information Exchange

No information was exchanged at this time.

- Other Business

Dr. Hayden Griffin suggested if the commission could move to electronic distribution of materials. After a short discussion, the motion was made and seconded to approve the use of electronic distribution. The motion carried.

Dr. Norrine Spencer stated the resolution to change M-W-F class scheduling raised several flags at University Council. It was noted that no background information was presented with the resolution and that such information may prove helpful in future discussions and decisions.

The meeting scheduled for Monday, November 25 has been canceled due to the Thanksgiving break. The next scheduled meeting will be on Monday, December 9.

- The meeting was adjourned at 3:58 p.m.

MINUTES

Commission on Undergraduate Studies and Policies

President's Boardroom

December 9, 1996

Present: Dr. J. Seiler, Chair; Dr.'s M. Denbow, J.L. Eaton, C. Eustis, R. Fell, J. Fulton, O.H. Griffin, P. Knox, J. LaPorte, M.A. Lewis, J. Marchman, C. Steele Rogers, M. Schaefermeyer, .W. Smith, N. Bailey Spencer, D. Stetler, R. Tracy, J. White; W.H. Dean, University Registrar, W. Grubb, Staff Senate; S. Martin, CAUS; P. Murphy, Newman Library, J. Price, SGA; S. Wilson

Absent: Dr.'s R. Bates, S. Brooker-Gross, G. Brown, P. Edwards, J. Johnson, P. Meszaros, M.J. Sirgy, R. Sorensen, F.W. Stephenson, E. Sturgis, L. Swiger; J. Eggleton, SGA/AA; T. Johnson, SGA; S. Valentine, Honor System

Visitors: R. Crockett, J. Davis, R. Decker, R. Giddings, E. Guertin, C. Hudgins, S. Leslie, J. Pacifica, T. Rhodes, L. Sewell, T. Tuckwiller, C.M. Wood

- Call to Order and Announcements

Dr. John Seiler called the meeting to order at 3:03 p.m.

- The Agenda was approved as distributed.
- The Minutes of November 11, 1996 were approved as distributed.
- Hokie SPA (Student Personal Access)

Wanda Hankins Dean, University Registrar, stated a priority set forth by Provost Meszaros was to integrate technology into services offered to both the faculty and to students. She noted the Provost had requested this access be made available to students in December and is pleased to report this deadline will be met. Wanda stated that in her eight years as University Registrar, she has had the opportunity to work with many outstanding individuals in the technical arena and that some of those people are responsible for the web sight being made available to students. She introduced team leader, Randy Crockett, and team members Ray Decker, Jeshua Pacifica, Time Rhodes and Lawrence Sewell and expressed her appreciation for their time and effort in making this access possible in such a short timeframe. Wanda then turned the presentation over to Tim Rhodes, who provided a walk-through of the Hokie SPA. Tim explained how a student may gain access to the site, using their PID and an appropriate web browser application. He noted students will be able to access their billing information, financial aid award and refund information, class schedules, previous semester grades and address information. Tim stated that updates to student address information can be made by the students >from this location. He also noted that updates to all information available will be made on a weekly basis. Tim added that a prototype is under development for faculty and staff use which will be very similar to that for students. He reported this will include the capability to download class rolls. He also linked to the Home Page of the University Registrar which provides information on items moving through the governance approval process. Wanda stated that only items approved by CUS are currently available, those moving through the Graduate Commission and the University Core Committee will be provided in the future.

- Reports from Commission Sub-Committees

Committee on Undergraduate Curricula

Dr. Cosby Steele Rogers, Chair, presented the December 9, 1996 report.

She stated the report included the approval of requests for restricted programs as well as the continuance of currently restricted programs through Spring 1997 only. She also noted the report included the committee's recommendation not to approve the request to renew the mission statement from University Studies. It was noted that the members of CUC believed that undecided sophomores, as well as freshmen need access to University Studies. Motion was made and seconded to approve the report as presented. The motion carried.

For "First and Second Reading"
(unanimous approval)

- Courses Approved for Spring 1997

CT	4434	Pattern Grading
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new

- Checksheets, Options and Concentrations

Interdisciplinary Studies Checksheet, Major, Graduating Classes of 1999 and 2000

- Request to Restrict Programs -Effective Spring 1997

APPROVED:

College of Agriculture and Life Sciences

Biochemistry
Environmental Science

College of Architecture and Urban Studies

Architecture
Industrial Design

College of Engineering

Aerospace Engineering
Biological Systems Engineering
Chemical Engineering
Civil Engineering
Computer Engineering
Electrical Engineering
Engineering Science and Mechanics
General Engineering
Provisional General Engineering
Industrial Systems Engineering
Materials Science and Engineering
Mechanical Engineering
Mining and Minerals Engineering
Ocean Engineering

College of Human Resources and Education

College-wide restriction on all programs

College of Arts and Sciences

Biology
Biochemistry
Mathematics

Music - Performance

College of Forestry and Wildlife Resources

Wildlife Science

DENIED:

University Studies

- Request to Continue Currently Restricted Programs through Spring 1997 only

College of Architecture and Urban Studies

Building Construction
Landscape Architecture

College of Arts and Sciences

Communication Studies
Geological Sciences
International Studies
Political Science

College of Business

all programs

College of Human Resources and Education

Early Childhood Education option, Family and Child Development

- Reports from Standing Committees

University Athletic Committee

Dr. Norrine Bailey Spencer presented the September 23, 1996 minutes for acceptance. She noted the main item of discussion concerned the report of the Implementation Committee for the Proposed Academic Support Center for Athletes. Motion was made and seconded to accept the minutes as presented. The motion carried.

University Core Curriculum Committee

Dr. Cindy Wood, Chair, presented the October 23, 1996 minutes for acceptance. Motion was made and seconded to accept the minutes as presented. The motion carried. She then presented the October 23, 1996 report for approval. Motion was made and seconded to approve the report as presented. The motion carried.

Report of the University Core Curriculum Committee
October 23, 1996

- Courses APPROVED, effective Fall 1996

FOR	2554	Nature and American Values	Area 2
		(To be cross-listed with LAR 2554)	

CT	2444	Idea Development and Creativity	Area 6
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MGT	4344	Productivity and Quality Leadership	Area 1, Writing
Intensive			

- Courses APPROVED, effective Spring 1997

- College Information Exchange

No information was exchanged at this time.

- Other Business

Wanda Hankins Dean reminded the membership that grades are due on Monday, December 23 at NOON and asked they pass along the reminder to their colleagues.

Dr. John Seiler stated Dr. Mike Denbow, Chair of the Committee on Academic Support, would provide a progress report on the proposed change in times for M, W, F classes at the next meeting.

Due to the end of the semester and the start of classes, a motion was made and seconded to cancel the December 23, 1996 and January 13, 1997 meetings. The motion was unanimously approved. The next scheduled meeting will be on Monday, January 27, 1997.

- The meeting was adjourned at 3:47 p.m.

MINUTES

Commission on Undergraduate Studies and Policies

President's Boardroom

January 27, 1997

Present: Dr. J. Seiler, Chair; Dr.'s S. Brooker-Gross, M. Denbow, ,
C. Eustis, R. Fell,, O.H. Griffin,
M.A. Lewis, J. Marchman, C. Steele Rogers, M.
Schaefermeyer, M.J. Sirgy,
D.W. Smith, N. Bailey Spencer, D. Stetler, E. Sturgis, R.
Tracy, J. White; M. Foushee for
W.H. Dean, University Registrar, W. Grubb, Staff Senate; S.
Martin, CAUS;
P. Murphy, Newman Library; J. Price, SGA; S. Wilson

Absent: Dr.'s R.Bates, , G. Brown, J.L. Eaton, P. Edwards, J. Fulton, J.
Johnson, P. Knox, J. LaPorte,
P. Meszaros, R. Sorensen, F.W. Stephenson, , L. Swiger; J.
Eggleton, SGA/AA; T. Johnson, SGA;
S. Valentine, Honor System

Visitors: E. Guertin, K. Torgersen

• Call to Order and Announcements

Dr. John Seiler called the meeting to order at 3:04 p.m. Dr. Cosby Steele Rogers announced that nominations are being accepted for the position of Associate Provost for Undergraduate Programs.

• The Agenda was approved as distributed.

• The Minutes of December 9, 1996 were approved as corrected.

• Resolution 1996-1997D., Establishment of Schools

Dr. John White presented the resolution for first reading. He asked that Dr. Pat Hyer provide information which has resulted in the proposal of the resolution. She stated the resolution is intended to provide guidelines and establish criteria for the development and formation of new schools. Dr. Hyer reported this criteria was requested by the Board of Visitors after the approval of the School of the Arts and the School for Public and International Affairs. She indicated the guidelines provided criteria for the proposed school to follow one of two models, the first being a "director" model such as the School of the Arts or the second being a "collaborative leadership" model such as the School of Public and International Affairs. After a short discussion concerning the proposed criteria, it was recommended the following changes be made. Under "Definition", the fifth sentence should read "A school will usually have more than one subunit...", and under "Criteria", bullet 2 should read "The school will usually consist of more than one department.....". Under the Appendix, bullet 5 is to add the sentence "Proposed changes to academic programs would need to be reviewed separately through the usual governance procedures.". Dr. Hyer noted the resolution will also be presented to the Commission on Graduate Studies and Policies for approval.

• Reports from Commission Sub-Committees

Committee on Undergraduate Curricula

Dr. Cosby Steele Rogers, Chair, presented the January 27, 1997 report. Motion was made and seconded to approve the report as presented. The

motion carried.

For "First and Second Reading"
(unanimous approval)

• Courses Approved for Spring 1997

ALS	4884	Youth Program Management
revised		
MKTG	4304	Marketing Communications
revised		
MKTG	4754	Strategic Marketing
revised		

• Courses Approved for Fall 1997

EF	1044	Green Engineering Lecture Series
new		
HTM	2454	Travel and Tourism Management
revised		
MINE	2054	Introduction to Mining Engineering
new		
MSE	1004	Materials in Today's World
new		
PSCI	3714	The U.S. Policy Process
new		
PSCI	3744	Public Policy Analysis
new		

• Courses Approved for Spring 1998

EDPE	4124	Assessment in Teaching Health and Physical
Education	new	
EE	4614	Telecommunication Networks
new		

• Checksheets, Options and Concentrations

Technology Education Checksheets, Major and Minor, Graduating Class of 1999

• Request to Restrict Programs -Effective Spring 1997

APPROVED:

College of Business	
Accounting, Economics, Finance, Insurance and Business Law,	
Management	
Management Science and Information Technology, Marketing	
College of Arts and Sciences	
Computer Science	

• Courses to be Deleted with Approval

EDVT	3614	cross-list with ALS 3614
PSCI	3715-3716	Public Policy

- Reports from Standing Committees

Committee on Academic Support

Dr. Mike Denbow, Chair, presented the minutes of October 23, 1996 and November 6, 1996 for acceptance. Motion was made and seconded to accept the minutes as presented. The motion carried.

Dr. Denbow then distributed a copy of Resolution 1996-1997B. Change in Scheduling of M,W. F Classes with accompanying documentation. He stated that if the changes to the meeting times on these days are made as proposed, the loss of the class period in the afternoon does not greatly impact the overall schedule of class meeting times. After a short discussion, the membership requested that additional hard data be provided on the number students who are affected by the current time schedule. At this time, a straw vote was taken to provide some indication of support for the resolution. The result of the vote showed a majority of the membership would support the resolution. Dr. Denbow stated the resolution has been tabled at the Commission on Graduate Studies and Policies pending the outcome at CUSP. He added that he would advise the Commission on Student Affairs and the Commission on Faculty Affairs of the resolution status.

University Athletic Committee

Dr. Norrine Bailey Spencer presented the November 5, 1996 minutes for acceptance. Motion was made and seconded to accept the minutes as presented. The motion carried.

University Core Curriculum Committee

Dr. Susan Brooker-Gross presented the November 13, 1996 minutes for acceptance. Motion was made and seconded to accept the minutes as presented. The motion carried.

University Library Committee

Patricia Murphy presented the November 13, 1996 minutes for acceptance. Motion was made and seconded to accept the minutes as presented. The motion carried.

- College Information Exchange

No information was exchanged at this time.

- Other Business

No other business was presented at this time

- The meeting was adjourned at 4:17 p.m.

MINUTES

Commission on Undergraduate Studies and Policies

President's Boardroom

February 10, 1997

Present: Dr. J. Seiler, Chair; Dr.'s, M. Denbow, , C. Eustis, O.H. Griffin, P. Knox, J. LaPorte, M.A. Lewis, J. Marchman, J. Fulton for P. Meszaros, C. Steele Rogers, , M.J. Sirgy, D.W. Smith, N. Bailey Spencer, D. Stetler, E. Sturgis, R. Tracy, J. White; W. Grubb, Staff Senate; S. Martin, CAUS; J. Price, SGA; S. Wilson

Absent: Dr.'s R. Bates, S. Brooker-Gross, G. Brown, J.L. Eaton, P. Edwards, R. Fell, J. Johnson, M. Schaefermeyer, R. Sorensen, F.W. Stephenson, , L. Swiger; J. Eggleton, SGA/AA; T. Johnson, SGA; P. Murphy, Newman Library; S. Valentine, Honor System

Visitors: E. Guertin, K. Hudgins

• Call to Order and Announcements

Dr. John Seiler called the meeting to order at 3:05 p.m.

- The Agenda was approved as distributed.
- The Minutes of January 27, 1997 were approved as distributed.
- Resolution 1996-1997D., Establishment of Schools

Dr. John White presented the resolution for second reading. Dr. Pat Hyer noted the Commission on Graduate Studies and Policies has approved the resolution pending some minor verbiage changes. Motion was made and seconded to approve the resolution "for second reading". The motion carried.

• Resolution 1996-1997B., Change in Scheduling of M,W,F Classes

Dr. Mike Denbow presented the resolution for second reading. During a brief discussion, it was noted that passing the resolution would not provide a solution to problem which is the system for scheduling courses. Several members expressed their support of this statement, noting the issue of the university scheduling system and its shortcomings should still be addressed. Dr. Norrine Bailey Spencer inquired of a memo from President Torgersen as referenced in the minutes. Dr. Seiler read the memo, noting it indicates the response was sent from the viewpoint of Dr. Torgersen as an instructor and not as the President. He added the memo suggested that if the time change is approved, the start time of courses could be moved forward to either 7:40 or 7:45. The motion was made and seconded to approve the resolution "for second reading". The motion carried.

• Reports from Commission Sub-Committees

Committee on Undergraduate Curricula

Dr. Cosby Steele Rogers, Chair, presented the February 10, 1997 report. Motion was made and seconded to approve the report as presented. The motion carried.

For "First and Second Reading"

(unanimous approval)

- Courses Approved for Fall 1997

ACCT 3504 Accounting Systems and Controls
new

- Request to Restrict Programs -Effective Spring 1997

APPROVED:

College of Arts and Sciences
Communication Studies

- Reports from Standing Committees

Committee on Academic Support

Dr. Mike Denbow, Chair, presented the minutes of November 20, 1996 for acceptance. He noted the minutes included the discussion of a request to lengthen the Thanksgiving break by one day. The consensus of the committee was that there was not enough data to support this request. . Motion was made and seconded to accept the minutes as presented. The motion carried.

University Athletic Committee

Dr. Norrine Bailey Spencer presented the December 5, 1996 minutes for acceptance. Motion was made and seconded to accept the minutes as presented. The motion carried.

- College Information Exchange

No information was exchanged at this time.

- Other Business

No other business was presented at this time

- The meeting was adjourned at 3:33 p.m.

MINUTES

Commission on Undergraduate Studies and Policies

President's Boardroom

March 10, 1997

Present: Dr. J. Seiler, Chair; Dr.'s S. Brooker-Gross, M. Denbow, J.L. Eaton, C. Eustis, R. Fell, J. Fulton, O.H. Griffin, J. LaPorte, M.A. Lewis, J. Marchman, C. Steele Rogers, E. Sturgis, J. Crunkilton for J. White; W. Grubb, Staff Senate; Steven Wilson.

Absent: Dr.'s R. Bates, G. Brown, P. Edwards, J. Johnson, P. Knox, P. Meszaros, M. Schaefermeyer, M.J. Sirgy, D.W. Smith, R. Sorensen, N. Spencer, F.W. Stephenson, D. Stetler, L. Swiger, R. Tracy; W. H. Dean, University Registrar; S. Ariew, Newman Library, S. Martin, CAUS; J. Eggleton, SGA/AA; Trevor Johnson, SGA; J. Price, SGA; S. Valentine, Honor System.

Visitors: E. Guertin, K. Torgersen

Call to Order and Announcements

Dr. John Seiler called the meeting to order at 3:07 p.m.

The Agenda was approved as distributed.

The Minutes of February 24, 1997 were approved as distributed.

Reports from Standing Committees

University Core Curriculum Committee

Dr. Ellie Sturgis presented the February 12, 1997 minutes for acceptance. Motion was made and seconded to accept the minutes as presented. The motion carried. Dr. Sturgis then presented the February 12, 1997 report for approval. Motion was made and seconded to approve the report as presented. The motion carried.

Report of the University Core Curriculum Committee
February 12, 1997

Courses APPROVED effective Spring 1997

CSES	3444	World Crops and Cropping Systems	Area 7
FIW	4714	Fisheries Management	Area 1, Writing Intensive
PSYC	3054	Health Psychology	Area 1, Writing Intensive
EE	4535	Microprocessor System Design	Area 1, Writing Intensive

Dr. Mary Ann Lewis inquired if a summary report of all actions by the Core Committee will be provided at the end of the year. Dr. Sturgis responded that tracking and approval dates of core actions are updated on the Web every two weeks, therefore no plans have been made for distribution of a summary report.

Discussion of College-Level Examination Program (CLEP) Credit

A short discussion took place concerning the awarding of the credit and how information should and will be disseminated. It was noted the policy for awarding credit states the credit is awarded on the recommendations of the faculty of the department which is home to the Virginia Tech course. The consensus of the group was for the College Curriculum Committee to notify the offices of Undergraduate Admissions and the University Registrar when a course(es) have been approved for CLEP credit. This information is to be maintained in the Office of the University Registrar. The group also agreed that the undergraduate catalog should use the verbiage of the policy in its reference to the awarding of CLEP credit. The statement will read "Advanced Standing is based on completion of any College-level Examination Program (CLEP) exams is granted at the discretion of the department which is home to the Virginia Tech equivalent course."

Other Business

Dr. John Seiler stated those members chairing sub-committees or standing committees should begin working on assignments for those individuals whose tenure will be up after this year.

Dr. Mike Denbow inquired why the PROFS system for maintaining course proposals was vacated. Dr. Jim Marchman noted that the system had never worked as intended and was therefore abandoned. Dr. Ellie Sturgis inquired if we were at a point where we could submit electronically, those items to be distributed for 15 day review. She noted that Dr. Jan Lee in Computer Science has agreed to offer support for this effort. Following a brief discussion, Dr.'s Sturgis and Griffin agreed to work with Computer Science on this effort.

Dr. Mary Ann Lewis asked that the last dates for 15 day review be provided so that items submitted for approval will be able to move through the approval process and not held over the summer. Steven agreed to provide these dates to the commission.

No other business was presented at this time.

The meeting was adjourned at 3:50 p.m.

Respectfully submitted,

Steven Wilson
Assistant to the University Registrar

MINUTES

Commission on Undergraduate Studies and Policies

President's Boardroom

March 24, 1997

Present: Dr. John Seiler, Chair; Dr.'s J. Fulton for P. Meszaros, O.H. Griffin, J. Marchman, C. Rogers, M.J. Sirgy, D.W. Smith, N. Spencer, E. Sturgis, R. Tracy, J. White; S. Ariew, Newman Library; Steven Wilson.

Absent: Dr.'s R. Bates, S. Brooker-Gross, G. Brown, M. Denbow, P. Edwards, J.L. Eaton, C. Eustis, R. Fell, J. Johnson, P. Knox, J. LaPorte, M.A. Lewis, M. Schaefermeyer, R. Sorensen, F.W. Stephenson, D. Stetler, L. Swiger; W. H. Dean, University Registrar; J. Eggleton, SGA/Academic Affairs; W. Grubb, Staff Senate; Trevor Johnson, SGA; S. Martin, CAUS; J. Price, SGA; S. Valentine, Honor System.

Visitors: E. Guertin, K. Torgersen

Call to Order and Announcements

Dr. John Seiler called the meeting to order at 3:07 p.m.

The Agenda was approved as distributed.

The Minutes of March 10, 1997 were approved as distributed.

Reports from Commission Sub-Committees

Committee on Undergraduate Curricula

Dr. Cosby Rogers presented the March 24, 1997 report for approval. Motion was made and seconded to approve the report as presented. The motion carried.

For "First and Second Reading"
(unanimous approval)

Courses Approved for Fall 1997

AT	0334	Principles of Animal Health
new		
ENGR	2864	Electrical Energy and Global Environment
new		
GEOG	3104	Environmental Problems, Population and Development
new		

Checksheets, Options and Concentrations

Crop and Soil Environmental Science Checksheet, Major, Graduating Class of 1998 revised

Forestry and Wildlife Resources Checksheets, Major, Graduating Class of 1999 new

- Wood Products Option
- Forest Products Marketing and Management Option
- Wildlife Science Option
- Fisheries Science Option
- Natural Resources Recreation Option
- Environmental Resource Management Option
- Forest Resource Management Option
- Industrial Forest Operations Option

Reports from Standing Committees

University Athletic Committee

Dr. Norrine Bailey Spencer presented the January 30, 1997 minutes for acceptance. She noted the "confidential session" addressed in the minutes was to discuss retiring the number of Ace Custis, which was later approved. In response to questions concerning Spring Road, she noted it is the hope that the state will provide the moneys for replacing the road since it was designated as a state road. Norrine also stated that item nine of the Comprehensive Action Plan for Athletic Advising, calls for each college to assign an advisor/contact. She noted this was discussed at the last meeting of the Academic Roundtable, at which time the decision was made for each Undergraduate Dean to assume this role. Norrine added this recommendation will be made to the Dean of each college. Motion was made and seconded to accept the minutes as presented. The motion carried.

Other Business

Dr. John Seiler stated that Dr. Bob Tracy has been elected to serve as Chair of the Committee on Undergraduate Curricula for next year. He added that Dr. Mike Denbow has agreed to continue as Chair of the Committee on Academic Support and Dr. Jim Marchman will continue as Chair of the Committee on Academic Policies.

Dr. Jim Marchman reported the Committee on Academic Policies will be bringing forward a resolution establishing criteria for the awarding of posthumous degrees. He added that a resolution, which would allow Earth Science to count as an entrance requirement, would not be brought forward at this time. He stated this will most likely return next year.

Dr. John Seiler reported the Resolution on Change in Scheduling M,W, F Classes will be presented for second reading at the April 7 meeting of University Council. He also inquired on the status of the University Core review. Dr. Ellie Sturgis stated the review of AREA II is almost complete, with information and data still be collected for AREA VI.

Dr. Norrine Bailey Spencer inquired on the status of approval for Restricted Programs. Dr. John Fulton stated this is now with Dr. Meszaros and that he would keep the commission informed of any updates.

A brief discussion took place concerning the implementation of the new Academic Eligibility Schedule. It was noted that summers will not be "free" under the new policy. In regard to an inquiry on uniformity of contracts, it was stated this should be decided by the Academic Appeals committee.

No other business was presented at this time.

The meeting was adjourned at 3:43 p.m.

Respectfully submitted,

Steven Wilson
Assistant to the University Registrar

Commission on Undergraduate Studies and Policies
President's Boardroom
April 14, 1997

Present: Dr. John Seiler, Chair; Dr.'s S. Brooker-Gross, M. Denbow, J.L. Eaton, R. Fell, O.H. Griffin, P. Knox, M.A. Lewis, J. Marchman, M. Schaefermeyer, D.W. Smith, N. Bailey Spencer, D. Stetler, E. Sturgis, R. Tracy, J. Crunkilton for J. White; S. Martin, CAUS; S. Ariew, Newman Library; W. Grubb, Staff Senate; Steven Wilson

Absent: Dr.'s R. Bates, G. Brown, P. Edwards, C. Eustis, J. Johnson, J. LaPorte, P. Meszaros, C. Steele Rogers, M.J. Sirgy; R. Sorensen, F.W. Stephenson, L. Swiger; W. H. Dean, University Registrar; J. Eggleton, SGA/Academic Affairs; Trevor Johnson, SGA; S. Martin, CAUS; J. Price, SGA; S. Valentine, Honor System.

Visitors: E. Guertin,

Call to Order and Announcements

Dr. John Seiler called the meeting to order at 3:03 p.m. He stated the Resolution on Change in Scheduling MWF Classes was approved at University Council by a vote of 23-20. John noted the resolution was approved with an amendment which stated this change is effective for classes which begin prior to 5:00pm.

The Agenda was approved as distributed.

The Minutes of March 24, 1997 were approved as distributed.

Reports from Commission Sub-Committees

Committee on Undergraduate Curricula

Dr. Jim Marchman, for Dr. Cosby Rogers, presented the April 14, 1997 report for approval. Motion was made and seconded to approve the report as presented. The motion carried.

For "First and Second Reading"
(unanimous approval)

Courses Approved for First Summer 1997

UAP	4624	The Washington Semester: Seminar in American
Politics and Public Policy		new
UAP	4644	The Washington Semester: Politics, Policy and
Administration in a Democracy		new

Courses Approved for Fall 1997

AAEC	4314	Environmental Economic Analysis and Management
new		
ACCT/MSCI	3544	Management of Information Systems and Technologies (ACCT
home dept)		new
BC	4004	Building Systems Technology I
new		
FCD	4364	Gender and Family Diversity
new		
HORT	4304	Contemporary Issues in Plant Materials Use
new		
MUS	3134	Vocal Music Literature
new		

MUS	3144		Early Music Literature
new			
UAP	4214		Women, Environment and Development in a Global
Perspective		new	
UAP	4264		Environmental Ethics and Policy
new			
UAP	4284		Environment, Politics and Planning: Comparative
Problems in Applied			
			Political Ecology
new			

Courses Approved for Spring 1998

CHEM	2114		Analytical Chemistry
revised			
CHEM	2124		Analytical Chemistry Laboratory Techniques
new			
MINE	2514		Mining Surveying
new			
MINE	2524		Elements of Mine Design
new			

Courses Approved for Fall 1998

MINE	3504		Rock Mechanics and Ground Control
new			
MINE	3514		Rock Mechanics Laboratory
new			
MINE	3524		Excavation Engineering
new			
MINE	3534		Mineral Processing
new			
MINE	3544		Mineral Processing Laboratory
new			

Courses Approved for Spring 1999

MINE	3554		Resource Recovery
new			
MINE	3564		Underground Mine Design
new			
MINE	3574		Surface Mine and Quarry Design
new			
MINE	3584		Ventilation Engineering
new			
MINE	4604		Mineral Processing Simulation and Control
new			

Courses Approved for Fall 1999

MINE	4514		Health, Safety and Risk Management
new			
MINE	4524		Project Engineering and Mine Management
new			
MINE	4535-4536		Senior Design Project
new			

Courses Approved for Spring 2000

MINE	4504	Materials Handling and Power Systems
new		
MINE	4544	Mine Reclamation and Environmental Management
new		
MINE	4554	Mining Engineering Leadership Seminar
new		

Checksheets, Options and Concentrations

Biological Systems Engineering Checksheet, Graduating Class of 1999, Major
Clothing and Textiles Checksheet, Graduating Class of 1999, Major

Apparel Design Option

Merchandising Management Option

Computer Engineering Checksheets, Graduating Class of 1999, Major

Regular Option

Co-op Option

Computer Science Checksheet, Graduating Class of 1999, Major

Computer Science Checksheet, Graduating Classes of 2000 and 2001, Major

Electrical Engineering Checksheets, Graduating Class of 1999, Major

Regular Option

Co-op Option

Human Nutrition, Foods and Exercise Checksheet, Graduating Class of 1999, Major

Dietetics-Plan V Option

Community and International Development Option

Exercise and Health Promotion Option

Science of Food, Nutrition and Exercise Option

Consumer Foods Option

Mining and Minerals Engineering Checksheet, Graduating Class of 2000, Major

Other Actions

Name change to Bradley Department of Electrical and Computer
Engineering from

Bradley Department of Electrical Engineering, Effective date
requested is Spring 1997

Reduction in Minimum Hours required for degree from 136 to 128
semester hours in the College of Engineering, Effective
for students graduating in Spring 2000

Courses to be deleted

BC	3014	Building Systems Technology I
MINE	2024	Mining Surveying
MINE	3014	Principles of Rock Mechanics
MINE	3024	Rock Mechanics Laboratory
MINE	3034	Surface Mining
MINE	3044	Development and Mining Systems
MINE	3054	Mining Exploration and Evaluation
MINE	4014	Mining Plant Engineering
MINE	4025-4026	Mineral Processing
MINE	4034	Mineral Processing Laboratory
MINE	4064	Mine Ventilation
MINE	4084	Principles and Applications of Explosives
MINE	4094	Principles of Mining Health and Safety
MINE	4045-4046	Mining Investigations

A brief discussion took place concerning the distribution of 155 day review items. The consensus of the group was for all materials on review be forwarded to the Assistant/Associate Dean who will in turn distribute appropriate items to the Dean. It was noted that Elizabeth Guertin, Director of the University Academic Advising Center should receive any undergraduate materials sent out for review.

Reports from Standing Committees

Committee on Academic Support

Dr. Mike Denbow presented the January 29, 1997 minutes for acceptance. Motion was made and seconded to accept the minutes as presented. The motion carried.

University Core Curriculum

Dr. Ellie Sturgis presented the February 26, March 12 and March 26, 1997 minutes for acceptance. Motion was made and seconded to accept the minutes as presented. The motion carried. She also presented the February 26, March 12 and March 26, 1997 reports for approval. Motion was made and seconded to approved the reports as presented. The motion carried.

University Library Committee

Susan Ariew presented the February 11, 1997 minutes for acceptance. Motion was made and seconded to accept the minutes as presented. The motion carried. In response to a question on the status of the issue of changes to fines for overdue books, Susan stated this was discussed at the March meeting and those minutes would reflect decisions reached by the Committee.

Resolution 1996-1997E., Granting of Posthumous Degrees

Dr. Jim Marchman, Chair of the Committee on Academic Policies, presented the resolution "for first reading". He stated the committee was asked to provide some standard criteria for the awarding of such degrees and that correct information is disseminated. It was noted that during a brief discussion, the policy would not prohibit exceptions being made. Dr. Norrine Bailey Spencer stated she would prefer to continue handling such requests on a case by case basis, but added that if a policy is established she would ask that no hour limit be stipulated.

Self Study Responses

Dr. John Seiler asked that responses to the distributed information be returned to him by Monday, April 21. He added he would assimilate those received and forward to Marcia Harrington as requested.

Other Business

Dr. John Seiler distributed information provided by the Commission on Student Affairs in regard to their request for grading reform. He stated the CSA has asked that CUS look into current grading practices and respond to the request. John stated that Wanda Hankins Dean has meet with CSA and presented information which did not support that provided as justification by the CSA. The consensus of the group was there is no need to review the issue of grading reform at this time. John stated he would draft a response and bring back to the group prior the forwarding to the CSA.

He also stated that Wanda would be addressing committee assignments at the April 28 meeting.

No other business was presented at this time.

The meeting was adjourned at 3:43 p.m.

Respectfully submitted,

Steven Wilson
Assistant to the University Registrar