

## MINUTES

### Commission on Undergraduate Studies and Policies

April 28<sup>th</sup>, 2025

3:00 PM

Via Zoom

**Present** – J. Tokuhisa (presiding), K Goyne; K. Heiderscheit; R. Holloway; S. Huxtable; M. Kimbrell; V. Nguyen; S. Over; M. Pleimling; L. Ricci; S. Rinehart; J. Russell; S. Shupe; R. Sparks; N. Staley; D. Thorp; K. Thompson

**Absent with Notice:** K. Tran

**Absent:** N. Akers; E. Austin; J. Bedore; K. Edgar; Z. Fu; A. Phan; R. Poff; C. Ruktanonchai; M. Seref; S. Sumner; N. Tasnim; J. Walker

**Guests:** J. Leech; A. Myers; N. Smith; K. Wells; E. Anderson; R. Pitcher; Z. Tucker

J. Tokuhisa called the meeting to order at 3:03. A quorum was present.

#### 1. Adoption of Agenda

A motion was made and seconded to adopt the agenda. Motion carried.

#### 2. Approval or Announcement of approval and posting of minutes of April 14<sup>th</sup>, 2025.

J. Tokuhisa noted that the April 14<sup>th</sup>, 2025, minutes have been voted on electronically and can be publicly accessed on the Office of the University Registrar's website:

<http://www.registrar.vt.edu/governance.html>

#### 3. Unfinished Business

##### Text Messaging Policy

J. Tokuhisa presented a draft of the Text Messaging Policy and invited discussion. D. Thorp raised a question regarding the use of "authorized user" in the draft and asked if that could be removed. D. Thorp also asked how the process for "opting in and out" would be handled. R. Sparks suggested it be tracked in a similar manner to the "confidential" marker for FERPA. R. Sparks added that the intent of the policy draft was to define who can, and when they can, use text messaging. K. Goyne requested further definition of what constituted an "emergency" so students can be contacted by university offices concerning their wellbeing. J. Tokuhisa echoed that the channels and thresholds for text messages should be further defined. A motion was not made at this meeting. Discussion is scheduled to continue in Fall with a possible workforce being organized to finish drafting the policy.

##### Foreign Language Requirements Draft Discussion

J. Tokuhisa introduced the current Foreign Language Requirements draft. M. Kimbrell asked how programs that choose to have an additional foreign language graduation requirement would enforce it. R. Sparks clarified that the custom banner program would no longer be able to pull information related to the completion of high school foreign language courses. Potentially, if the foreign language requirements are embedded in the requirements for the program, they could be enforced through DARS encoding. M. Kimbrell also asked how the transition would be handled for currently enrolled students. R. Sparks acknowledged the need for a transition plan. R. Sparks also clarified that, once operational, the departments would be responsible for tracking requirements

like third year foreign language requirements. M. Kimbrell was concerned that the final statement of the draft does not inform departments of the responsibilities associated with having a third-year language requirement. A motion was not made at this meeting. The draft will be revised over the summer.

#### **4. New Business**

##### **2025-2026 Undergraduate Academic Catalog Approval**

R. Sparks outlined the red-line catalog changes and the university's thought process behind this new practice. The drafts provided to commission members only showed the current changes that can be made in response to University Policy No. 6305. R. Sparks specified that the proposed changes to the catalog only reflect the aspects of Policy 6305 that are going into effect for the 2025-2026 academic year. The aspects of Policy 6305 that are not present in these pages will not be enforced until the Registrar's Office moves to Banner SAAS. In response to a question from K. Heiderscheit about how the policy changes enacted after catalog publication impact the curricula of currently enrolled students, R. Sparks clarified that policies only reflect what is in place at the time of publication whereas the curriculum is completely based on the catalog of record. A motion was made to approve the changes to the catalog. Motion passed.

##### **Restricted Major Acceptance**

R. Sparks presented a summary of changes made to restricted majors. Solicitations were sent to all colleges for proposals detailing any changes they wanted concerning restricting their majors and degrees. R. Sparks presented the requests from these proposals. A motion was made to accept these proposed changes. Motion passed.

#### **5. Reports**

- Academic Support Committee – John Lucas: No report.
- Academic Policies Committee – Michel Pleimling: No report.
- Athletics Committee – Dan Thorp: Continuing to work on a missed class policy for student athletes.
- Commencement Committee – Monica Kimbell: Details for the upcoming commencement are in place.
- Honor Council – Anthony Phan: No report.
- Library Committee – Sarah Over: No report.
- University Curriculum Committee for General Education – Khanh Ngoc Tran: No report.
- Constituent Reports – Administrative & Professional Faculty Senate – Nicole Akers: No report.
- Constituent Reports – Staff Senate – Sally Shupe: No report.
- Constituent Reports – Faculty Senate – Zhuo Fu: No report.
- Constituent Reports – Undergraduate Student Senate – Jordan Walker and Lindsay Ricci: No report.
- Constituent Reports: Graduate and Professional Student Senate – Noor Tasnim: No report.

#### **6. Other Items**

- Nomination/Review of CUSP Sub-Committee Chair and Representatives for Academic Year 2024-2025. A motion was made to approve the existing chair of the Academic Policies Committee and the existing representatives of the University Athletics Committee, the University Commencement Committee, and the University Curriculum Committee for General Education to continue in their roles. Motion passed.
- R. Holloway provided remarks on the accomplishments of CUSP.

## **7. Adjournment**

There being no further business, a motion was made to adjourn the meeting at 4:04pm.