

MINUTES
COMMISSION ON UNDERGRADUATE STUDIES AND POLICIES
SEPTEMBER 10, 2018
230 STUDENT SERVICES BUILDING, 3:00 PM

PRESENT: M. Kasarda (Chair); K. Albright; M. Andrews; V. Fowler; S. Sumner for A. Grant; T. Hammett; S. Johnson; L. Khansa; J. Loferski; J. Orr; K. Redican; B. Watford for J. Ross; J. Sible; S. Tatum; D. Thorp; L. Zietsman

ABSENT WITH NOTIFICATION: R. Holloway; A. Knoblauch; C. Leeth; S. Metko; R. Panneton for S. Morton

ABSENT WITHOUT NOTIFICATION: G. Daniel; K. Hosig; C. Johnson

VISITORS: N. Akers; G. Costello; M. Coulter; R. Sparks

CALL TO ORDER

The meeting was called to order at 3:00 PM by M. Kasarda.

ADOPTION OF THE AGENDA

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

WELCOME AND REMARKS FROM THE CHAIR

M. Kasarda welcomed new and returning members of the Commission. Commission members and guests then performed self-introductions.

M. Kasarda outlined the charge and goals of the Commission on Undergraduate Studies and Policies for the 2018-2019 Academic Year:

- Review of the Charge of the Commission
 - 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 2018-2019 Academic Year
 - The Academic Policies Committee will review and establish policy and procedures for Medical Withdrawal. This review will include criteria, authority, the potential need for re-enrollment, and scope of the withdrawal.

- The Academic Support Committee will propose academic calendars through 2025.
- The Commission will study and formulate any needed policy changes and/or additions in order to support Destination Areas, Strategic Growth Areas, Strategic Enrollment Management, and/or the Pathways to General Education.

It was discussed that other projects and goals may be initiated if the Commission wishes. One potential area is the Library Open Access.

M. Kasarda explained the communication expectations for the Commission with two main points:

- Two-way communication: Requesting that Commission members share information back to their colleges, as well as, bring their respective college's input to the Commission.
- Committees or sub-committees that report to the Commission: Requesting that the minutes/reports of any meetings held be brought before the Commission for acceptance/approval.

ANNOUNCEMENT OF APPROVAL AND POSTING OF MINUTES

M. Kasarda announced the April 23, 2018 minutes were electronically approved and can be accessed via the University Registrar's website:

http://registrar.vt.edu/content/dam/registrar_vt_edu/documents/Updates/governance/2017-2018/apr23/minutes_cusp_4_23_18.pdf

REPORTS AND MINUTES FROM COMMISSION COMMITTEES/SUB -COMMITTEES

COMMITTEE REPORTS

Academic Support Committee

No Report.

Academic Policies Committee

No Report.

Athletics Committee

S. Sumner reported that the Athletics Committee will hold its first meeting of the 2018-2019 Academic Year on September 20, 2018. There are still a few student representative spots open, but they are close to a final roster.

Commencement Committee

No Report.

Honor Council

M. Andrews shared that the Honors System had 788 cases reported in 2016-2017, 1,100 in 2017-2018, and that cases have already been initiated this semester. He further noted that the numbers do not reflect more students cheating but instead reflect that faculty believe the system is working. M. Andrews reported that the system has a fast turnaround time and many cases are resolved in approximately two weeks.

M. Andrews announced that the Honor Council hosted an interactive training titled "Understanding the Code," and over 1,000 students attended.

M. Andrews clarified that the Turnitin-Feedback Studio, a plagiarism prevention and checking tool available in Canvas, is not automatically turned on for faculty. Faculty must opt in to use it when setting up assignments in Canvas.

Library Committee

No Report.

Undergraduate Curriculum Committee

M. Kasarda reported that the April 27, 2018 report of the Undergraduate Curriculum Committee was approved electronically by the Commission on May 8, 2018.

University Curriculum Committee for General Education

M. Kasarda reported that the minutes of the April 4, 2018 University Curriculum Committee for General Education were accepted electronically by the Commission on May 8, 2018.

M. Kasarda reported that the April 25, 2018 report of the Pathways Ad Hoc Review Committee was approved electronically by the Commission on May 8, 2018.

CONSTITUENT REPORTS

Commission on Administrative and Professional Faculty Affairs

J. Orr reported that the Commission on Administrative and Professional Faculty Affairs will meet on September 19, 2018.

Staff Senate

No report.

Faculty Senate

No report.

Student Government Association

No report.

Graduate Student Assembly

No report.

ADJOURNMENT

A motion was made and seconded to adjourn the meeting at 3:10 PM.

*Respectfully Submitted,
Megan Coulter, Office of the University Registrar*