

MINUTES
COMMISSION ON UNDERGRADUATE STUDIES AND POLICIES
September 14, 2015
230 STUDENT SERVICES BUILDING, 3:00 PM

Present: G. Chandler-Smith (Chair); J. Baker; C. Boone for R. Benson; J. Brozovsky; L. Geyer; C. Harris for S. Hirt; R. Holloway; M. Kimbrell for E. Spiller; A.M. Knoblauch; G. Long for Lay Nam Chang; S. Martin; Z. Montgomery; A. Myers-Burton; K. Rawlings; J. Sible; D. Smith; S. Sumner for Alan Grant; E. Wiseman; G. Yee; A. Zink-Sharp.

Absent with Notification: C. Clemenz for R. Sumichrast; M. Finn; M. Hajj

Absent without Notification: C. Clarke

Visitors: R. Sparks; J. Orr; G. Costello; G. Kinder

Call to Order and Announcements

The meeting was called to order at 3:00 PM by Gena Chandler-Smith, Chair.

Adoption of the Agenda

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

Welcome and Chair Remarks

Gena Chandler-Smith welcomed all attending, and welcomed new members. Self-introductions were done by all in attendance.

Gena Chandler-Smith outlined CUSP goals for the 2015-2016 Academic Year:

- Reviewed CUSP charge and mission
- Commission review of forthcoming General Education Curricula changes
- Revision of the University Honor System Constitution
- Review of Repeat Course Enrollment Policy, and persistence and progression toward degree
- Review of calendar criteria to consider Labor Day as a non-school day holiday
- Reporting from stakeholders: e.g. Honors System, Financial Aid, Enrollment and Degree Management Office on undergraduate enrollment – strategic planning and effects on the colleges.

Gena Chandler-Smith summarized meeting of university administration, which included Commission on Staff Policies and Affairs; Commission on Student Affairs; Commission on Undergraduate Studies and Policies; Commission on University Support. University vision initiative: “Beyond Boundaries: Envisioning Virginia Tech in 2047”. Further details can be found at the Beyond Boundaries vision site: <http://www.beyondboundaries.vt.edu/index.php>

Gena Chandler-Smith reviewed CUSP members' charge to actively seek input from their respective constituents, to adequately represent and share items and concerns, with CUSP. In support of this initiative, CUSP agendas will include reports from the following:

- Academic Support Committee
- Academic Policies Committee
- Athletic Committee
- Commencement Committee
- Honors System Review Board
- Library Committee
- Undergraduate Curriculum Committee
- Undergraduate Studies and Policies Committee
- University Curriculum for Liberal Education
- Commission on Administrative and Professional Faculty Affairs
- Staff Senate
- Faculty Senate
- Student Government Association
- Graduate Student Assembly

Announcement of Approval and Posting of Minutes

Gena Chandler-Smith announced the April 27, 2015 minutes were electronically approved and can be accessed via the University Registrar's website http://www.registrar.vt.edu/documents/governance/2015-2016/CUSP_Minutes_April_27_2015_Meeting_Revised_to_reflect_Approved_April_24_2015_UCC_Report.pdf

New Business

Resolution 2015-16.A, *Resolution to Adopt a New Undergraduate Honor Code*, First Reading

The motion was made and seconded to present for first reading *Resolution 2015-16.A, Resolution to Adopt a New Undergraduate Honor Code*. Effective date: Fall 2016.

Dr. James Orr, Director, Undergraduate Honor System, provided an overview of the proposed Undergraduate Honor Code Policy, and Honor Code Manual.

Discussion included concern related to use of "F*" for first offense, and review of process available to student to have "F*" removed.

The second reading will take place at the next CUSP meeting, scheduled for Monday, September 28, 2015.

Reports and Minutes from Commission Committees/Sub-Committees

COMMITTEE REPORTS

- Academic Support Committee

Susan Sumner reported that this committee has a full slate for the AY 2015-2106, and first meeting scheduled for Thursday, Sept. 24, 2015.

- Academic Policies Committee

Vacant – No Report

- Athletic Committee

Susan Sumner reported Athletic Committee's first meeting scheduled for Tues., Sept. 22, 2015.

- Commencement Committee

No Report

- Honors System Review Board

No Report, beyond overview presented earlier, in support of Resolution 2015-16.A.

- Library Committee

No Report

- Undergraduate Curriculum Committee

Stephen Martin reported that the first UCC meeting was held Friday, Sept. 11, 2015 (report to be considered at Sept. 28, 2015 CUSP Meeting).

Martin highlighted the anticipated large volume of course approvals coming through governance in the 2015-2016 AY, in support of the changes to General Education.

Martin announced the report of the University Curriculum Committee meeting of April 27, 2015 was approved electronically May 6, 2015.

UCC Report – April 24, 2015

**For “First and Second Reading”
Unanimous Approval**

Courses

New:

Fall 2015

College of Architecture and Urban Studies

ART 4584 Advanced Typography (CM-1872)

College of Engineering

AOE 2214 Introduction to Physical Oceanography for Ocean Engineers (CM-2261)

College of Liberal Arts and Human Sciences

CINE 2064 Introduction to Cinema Production (CM-2247)

CINE 3214 Fiction Cinema Production (CM-2248)

CINE 3224 Documentary Cinema Production (CM-2249)

HIST 1004 Introduction to History (CM-2260)

MUS 2065-2066 Music Composition (CM-2253)

MUS 2754 Individual Applied Recording (CM-2255)

MUS 3064 Digital Sound Manipulation (CM-2256)

MUS 4754 Advanced Individual Applied Recording (CM-2257)

SPAN 2764 Introduction to Latino American Studies (CM-2259)

Pamplin College of Business

FIN 2164 Survey of Finance and Career Planning (new) (CM-2241)

Revised:

Fall 2015

College of Engineering

AOE 2204 Introduction to Ocean Engineering (CM-2262)

College of Liberal Arts and Human Sciences

MUS 2054 Introduction to Music Technology (CM-2252)

MUS 2284 Piano Accompanying (CM-2254)

Pamplin College of Business

ACIS 1504 Introduction to Business Analytics & Business Intelligence (CM-2243)

Discontinue:

Fall 2015

College of Liberal Arts and Human Sciences

CINE 3005 Digital Cinema Production (CM-2247)

CINE 3006 Digital Cinema Production (CM-2248)

Pamplin College of Business

FIN 3164 Survey of Finance and Career Planning (CM-2241)

**For “First and Second Reading”
Unanimous Approval**

Degrees, Majors, Options, Minors

Majors

Revised:

Effective Graduating Calendar Year 2017

College of Natural Resources and Environment

Checksheet: Bachelor of Science in Forest Resources and Environmental Conservation (BSFRC); Major: Environmental Informatics (EI) (CM-2111).

Checksheet: Bachelor of Science in Forest Resources and Environmental Conservation (BSFRC); Major: Natural Resource Conservation (NRC); Option: Conservation Recreation Management (CRM) (CM-2112).

Checksheet: Bachelor of Science in Forest Resources and Environmental Conservation (BSFRC); Major: Natural

Resource Conservation (NRC); Option: Environmental Education (NREE); (CM-2113).

Checksheet: Bachelor of Science in Forest Resources and Environmental Conservation (BSFRC); Major: Natural Resource Conservation (NRC); Option: Natural Resources Science Education (NRSE) (CM-2114).

Minors

Revised:

Effective Graduating Calendar Year 2017

College of Liberal Arts and Human Sciences

Checksheet: Minor in Dress, Culture, and Society (Name Change) (DCAS) (CM-2246)

Discontinued:

Effective Graduating Calendar Year 2016

College of Liberal Arts and Human Science

Discontinue Minor in International Fashion (ISFN). Last term and year to graduate Fall 2016 (CM-2246).

- University Curriculum Committee for Liberal Education

Ann-Marie Knoblauch presented the minutes of the University Curriculum Committee for Liberal Education dated May 6, 2015 to the commission. Motion was made and seconded to accept the University Curriculum Committee for Liberal Education minutes of May 6, 2015. **The motion passed unanimously.**

Ann-Marie Knoblauch presented the University Curriculum Committee for Liberal Education report dated May 6, 2015 to the commission. Motion was made and seconded to approve the University Curriculum Committee for Liberal Education report of May 6, 2015. **The motion passed unanimously.**

Report

University Curriculum Committee for Liberal Education

May 6, 2015

For Approval:

STS 3334: Energy and Society (Areas 3 & 7)

HIST 1515 and 1516: History of Africa (Areas 3 & 7)

CONSTITUENT REPORTS

- Commission on Administrative and Professional Faculty Affairs

Kelly Rawlings reported that CAPFA first meeting was held the previous week. Ongoing discussions include AP faculty leave recognition and Human Resources review of overtime pay for exempt employees.

- Staff Senate

No Report

- Faculty Senate

Joseph Baker reported that the second meeting of Faculty Senate was held Sept. 15, 2015. Faculty Senate is preparing resolution in support of Faculty Senate's role within governance.

Discussion topic: Potential redundancy of proposed resolution with Faculty Senate Constitution and University Council Bylaws (Section II, Item 5).

- Student Government Association

No Report

- Graduate Student Assembly

No Report

Other Business

Update for Representatives of CUSP Sub-Committees

The following volunteered to serve as representatives of CUSP Sub-Committees:

Chair for Academic Policy Committee

Bevlee Watford

Representative for University Curriculum Committee for Liberal Education

John Brozovsky

Adjournment

A motion was made and seconded to adjourn the meeting at 4:09 PM.

Respectfully submitted,

Gary S. Kinder
Office of the University Registrar