

**MINUTES**  
**COMMISSION ON UNDERGRADUATE STUDIES AND POLICIES**  
**SEPTEMBER 11, 2023**  
**3:00 PM**  
**VIA ZOOM**

**PRESENT:** D. Zahm (presiding); K. Goyne; R. Holloway; S. Huxtable; M. Kimbrell; N. Nassan; V. Nguyen; G. Novack; S. Over; M. Pleimling; K Redican; M. Seref for L. Khansa; N. Smith for K. Thompson; N. Staley; S. Sumner; K. Swaby; J. Tokuhisa; K. Tran; A. Zink-Sharp

**ABSENT:** K. Albright; K. Edgar; S. Ganapuram; C. Ruktanonchai; S. Shupe; D. Thorp; R. Waheed

**GUESTS:** L. Buchanan; R. Pitcher; B. Smith; R. Sparks

D. Zahm called the meeting to order at 3:00 PM. A quorum was present.

**ADOPTION OF THE AGENDA**

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

D. Zahm outlined the charge of the Commission for the 2023-2024 Academic Year, as well as goals for the 2023-2024 Academic Year.

- Charge of the Commission for the 2023-2024 Academic Year

Charge: To study, formulate, and recommend to the Faculty Senate policies and procedures concerning undergraduate academic matters. Areas for consideration include library resources, admissions, academic progress, degree requirements, the Undergraduate Honor System and study environment, including approval of changes to the Undergraduate Honor Code; In-Honors programs, undergraduate curricular standards and expectations, advising, and instruction; student honors and awards; financial aid, scheduling, and registration.

Goals for the 2023-2024 Academic Year:

- Conduct the business of the Commission using student success as a guiding principle.
- Review at least one academic policy and propose modifications as needed to ensure that policy is not creating barriers for student success.
- Identify opportunities to improve engagement with the Faculty Senate.
- Collaborate with other Commissions as needed.

- R. Sparks, R. Holloway and D. Zahm presented “Building a Student-Centered University.”
  - Topics included Student Success Metrics as part of the VT Strategic Plan, holistic and experiential education, finding and removing barriers, and how the Commission can improve undergraduate academic success.
  - Commission members suggested the following areas to review in an effort to remove institutional barriers: progress to degree, W grade policy, budget model and the effect on undergraduate student learning opportunities, probation and suspension policy, timing of midterm grades notifications, and financial aid.

**APPROVAL OF OR ANNOUNCEMENT OF APPROVAL AND POSTING OF MINUTES OF APRIL 24, 2023**

D. Zahm noted that these minutes have been voted on electronically and can be publicly accessed on the Governance Information System on the web (<http://www.governance.vt.edu>).

**APPROVAL OF OR ANNOUNCEMENT OF APPROVAL AND POSTING OF REPORTS**

D. Zahm noted that the Reports listed below were electronically approved and can be accessed via the University Registrar’s website (<http://www.registrar.vt.edu/governance.html>).

- Pathways General Education Curriculum Review Committee Report (April 12, 2023)
- Pathways General Education Curriculum Review Committee Report (April 26, 2023)
- Undergraduate Curriculum Committee Report (April 28, 2023)

**ACCEPTANCE AND POSTING OF COMMISSION/COMMITTEES/SUB -COMMITTEES REPORTS AND/OR MINUTES**

**Academic Support Committee**

No report.

**Academic Policies Committee**

No report.

**Athletics Committee**

No report.

**Commencement Committee**

No report.

### **Honor Council**

N. Nassan informed Commission members that delegate and panel training has been completed.

### **Library Committee**

No report.

### **University Curriculum Committee for General Education**

No report.

### **Administrative and Professional Faculty Senate**

No report.

### **Staff Senate**

No report.

### **Faculty Senate**

No report.

### **Undergraduate Student Senate**

No report.

### **Graduate and Professional Student Senate**

No report.

### **OTHER BUSINESS:**

#### **Nominations of CUSP Sub-Committee Chairs and Representatives For Academic Year 2023-2024**

The following individual accepted the nomination to serve as Chair and Representative of CUSP Sub-Committees for Academic Year 2023-2024:

- Academic Support Committee
  - Commission will revisit at the September 25 meeting.
- University Athletics Committee
  - Commission will revisit at the September 25 meeting.

**ADJOURNMENT**

There being no further business, a motion was made to adjourn the meeting at 3:54 PM.

*Respectfully Submitted,  
Becki Smith, Office of the University Registrar*