

MINUTES  
COMMISSION ON UNDERGRADUATE STUDIES AND POLICIES  
April 21, 2014  
230 STUDENT SERVICES BUILDING, 3:00 PM

Present: S. Martin (presiding), E. Ervin for A. Grant; J. Eska for V. Fowler; G. Yee; M. Denbow; K. Sanders for R. Holloway; E. Westman for R. Benson; D. Stauffer; B. Martin; J. Clevenger for R. Sumichrast; R. Stephens for J. Hirt; D. Smith; M. Hajj; L. Pressley; L. Tegarden for J. Arthur; Z. Montgomery; A. Knoblauch

Absent with Notification: A. Zink-Sharp (Chair); L. N. Chang

Absent without Notification: C. Clarke; J. Edens; M. Trunak; B. Ashley; C. Grubbs; S. Hirt; J. Sible; G. Kirk; C. Fleming

Visitors: B. Armstrong; J. Espinoza for Mildred Johnson; J. Fike; T. Walker; G. Costello; W. Ashton; C. Brunelli

### **Call to Order and Announcements**

The meeting was called to order at 3:00 p.m. by Stephen Martin.

### **Adoption of the Agenda**

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

### **Announcement of Approval and Posting of Minutes**

Stephen Martin announced the April 7, 2014 minutes were electronically approved and can be accessed via the University Registrar's website ([http://www.registrar.vt.edu/governance/dates-materials/CUSP\\_2013-2014/index.html](http://www.registrar.vt.edu/governance/dates-materials/CUSP_2013-2014/index.html)).

### **Old Business**

### **Reports and Minutes from Commission Committees/Sub-Committees**

Resolution 2013-14.H, Resolution to Revise *Presidential Policy Memorandum No. 111 (Residency Requirement)*, Second Reading

As follow up to the CUSP "residency" discussion at first reading. The term "residency" as it applies to the Residency Requirement Policy (Resolution 2013-14.H) would be credits earned through Virginia Tech. No transfer credit could be applied toward this residency requirement.

The motion to approve Resolution 2013-14.H, Resolution to Revise *Presidential Policy Memorandum No. 111 (Residency Requirement)*. The motion passed unanimously.

Resolution 2013-14.O, Resolution to *Approve New Major Consumer Studies, in Bachelor of Science Degree in Apparel, Housing, and Resource Management*, Second Reading

The motion to approve Resolution 2013-14.O, Resolution to *Approve New Major Consumer Studies, in Bachelor of Science Degree in Apparel, Housing, and Resource Management*. The motion passed unanimously.

Resolution 2013-14.P, Resolution to *Approve New Major Fashion Merchandising and Design, in Bachelor of Science Degree in Apparel, Housing, and Resource Management*, Second Reading

The motion to approve Resolution 2013-14.P, Resolution to *Approve New Major Fashion Merchandising and Design, in Bachelor of Science Degree in Apparel, Housing, and Resource Management*. The motion passed unanimously.

Resolution 2013-14.Q, Resolution to *Approve New Major Property Management, in Bachelor of Science Degree in Apparel, Housing, and Resource Management*, Second Reading

The motion to approve Resolution 2013-14.Q, Resolution to *Approve New Major Property Management, in Bachelor of Science Degree in Apparel, Housing, and Resource Management*. The motion passed unanimously.

## **Reports and Minutes from Commission Committees/Sub-Committees**

### **Undergraduate Curriculum Committee**

Stephen Martin presented the report of the Undergraduate Curriculum Committee meeting of April 11, 2014. Motion was made and seconded to approve the Undergraduate Curriculum Committee Report of April 11, 2014. The motion passed unanimously.

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

<b>Courses</b>
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**New:**

**Fall 2014**

**College of Architecture & Urban Studies**

IDS 3124 Materials and Processes (CM-1715)

**College of Engineering**

ECE 4194 Engineering Principles of Remote Sensing (CM-1723)

ECE 4944 Cybersecurity Seminar (CM-1425)

**College of Liberal Arts & Human Sciences**

ENGL 2624 Introduction to Critical Writing (CM-1737)

SPAN 3544 Spanish Phonetics and Phonology (CM-1770)

**College of Natural Resources and Environment**

SBIO 3114 Biodeterioration, Bioconversion and Bioenergy (CM-1641)

**Pamplin College of Business**

HTM 3244 Franchising for the Services Industries (CM-1515)

HTM 4484 International Tourism (CM-1517)

**Spring 2015**

**College of Agriculture & Life Sciences**

ENSC 4414 Monitoring and Analysis of the Environment (CM-1419)

**Fall 2015**

**College of Natural Resources and Environment**

NR 1234 First Year Experience in Natural Resources and Environment  
(CM-1768)

**Revised:**

**Fall 2014**

**College of Agriculture & Life Sciences**

HNFE 3034 Methods of Human Health Assessment (CM-1523)

**College of Engineering**

MSE 4574 Biomaterials (CM-1647)

**Discontinued:**

**Fall 2014**

**College of Agriculture & Life Sciences**

HNFE 3874 Clinical Exercise Physiology (CM-1523)

**College of Liberal Arts & Human Sciences**

ENGL 2614 The English Studies ePortfolio (CM-1737)

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

<b>Degrees, Majors, Options, Minors</b>
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**Degrees**

**Discontinued:**

**Effective Graduating Calendar Year 2017**

**College of Liberal Arts and Human Sciences**

Checksheet: Bachelor of Arts, Major – Humanities, Science, and  
Environment (HSE) (CM-1776)

**Majors**

**New:**

**Effective Graduating Calendar Year 2016**

**College of Liberal Arts and Human Sciences**

Establishment of new Major: Bachelor of Science in Sociology (BSSOC),  
Major – Criminology (CRIM), first enrollment effective Fall 2014  
(CM-1731)

Checksheet: Bachelor of Science in Sociology (BSSOC),  
Major – Criminology (CRIM) (CM-1731)

**Revised:**

**Effective Graduating Calendar Year 2016**

**College of Architecture**

Checksheet: Bachelor of Science in Architecture (BARCH),  
Major – Architecture (ARCH) (CM-1044)

Checksheet: Bachelor of Science in Real Estate (BSRST),  
Major – Real Estate (REAL) (CM-1689)

## **College of Engineering**

Checksheet: Bachelor of Science in Industrial and System Engineering (BSISE), Major – Industrial and System Engineering (ISE) (CM-1513)

## **College of Liberal Arts & Human Sciences**

Checksheet: Bachelor of Science in Sociology (BSSOC), Major – Sociology (SOC) (CM-1734)

Checksheet: Bachelor of Science in Sociology (BSSOC), Major – Sociology (SOC), Option – Africana Studies (AFST) (CM-1728)

Checksheet: Bachelor of Science in Sociology (BSSOC), Major – Sociology (SOC), Option – American Indian Studies (AINS) (CM-1729)

Checksheet: Bachelor of Science in Sociology (BSSOC), Major – Sociology (SOC), Option – Crime & Deviance (CRIM) (CM-1730)

Checksheet: Bachelor of Science in Sociology (BSSOC), Major – Sociology (SOC), Option – Research Methods (RMTH) (CM-1732)

Checksheet: Bachelor of Science in Sociology (BSSOC), Major – Sociology (SOC), Option – Social Inequality (INEQ) (CM-1733)

Checksheet: Bachelor of Science in Sociology (BSSOC), Major – Sociology (SOC), Option – Women's & Gender Studies (WGST) (CM-1735)

## **College of Natural Resources and Environment**

Checksheet: Bachelor of Science in Fish and Wildlife Conservation (BSFWC), Major – Fish Conservation (FISC) (CM-1672)

### **Options**

#### **Discontinued:**

#### **Effective Graduating Calendar Year 2015**

### **College of Liberal Arts and Human Sciences**

Discontinue Major Option (upon approval of new Major): Bachelor of Science in Sociology (BSSOC), Option – Crime/Deviance (CRIM) (discontinue). Last term and year for granting option Fall 2015 (CM-1731)

## **Minors**

### **New:**

#### **Effective Graduating Calendar Year 2015**

##### **College of Science**

Establishment of new Minor: Minor in Nanoscience (NANO), first enrollment effective Fall 2014 (CM-1764)

Checksheet: Minor in Nanoscience (NANO), first enrollment effective Fall 2014 (CM-1764)

#### **Effective Graduating Calendar Year 2016**

##### **College of Agriculture & Life Sciences**

Establishment of new Minor: Minor in Viticulture (VITI), first enrollment effective Fall 2014 (CM-1767)

Checksheet: Minor in Viticulture (VITI), first enrollment effective Fall 2014 (CM-1767)

### **Revised:**

#### **Effective Graduating Calendar Year 2016**

##### **College of Architecture**

Checksheet: Minor in Real Estate (REAL) (CM-1688)

##### **Pamplin College of Business**

Checksheet: Minor in Multicultural Diversity Management (MDM) (CM-1738)

#### **Effective Graduating Calendar Year 2018**

##### **College of Liberal Arts and Human Sciences**

Checksheet: Minor in History (HIST) (CM-1557)

## **Discontinued:**

### **Effective Graduating Calendar Year 2015**

#### **Pamplin College of Business**

Discontinue Minor: (upon approval of revised minor in Multicultural Diversity Management): Minor in Business Diversity (BUSD). Last term and year for granting minor Fall 2015 (CM-1738)

## **University Commencement Committee Meeting**

Candice Clemenz presented the minutes of the University Commencement Committee meeting of February 5, 2014. Motion was made and seconded to accept the University Commencement Committee minutes of February 5, 2014. The motion passed unanimously.

## **University Athletic Committee Meeting**

Erik Ervin, for Susan Sumner, presented the minutes of the University Athletic Committee meetings of October 17, 2013 and February 11, 2014. Motion was made and seconded to accept the Athletic Commencement Committee minutes of October 17, 2013 and February 11, 2014. The motion passed unanimously.

## **Other Business**

### University Libraries Committee

John Fike, Chair of the Library Committee, presented an Annual letter from the University Libraries Committee and PowerPoint slides titled Public Service-related Data and Trends in the VT Libraries to the commission.

#### Points of discussion:

- Review of space use since last renovation in 1980, in the context of growing student population.
- Trends related to collections moving towards electronic media, e-resources, and student use of space growing demand up.
- Growing demands related to addition of degree programs and research initiatives on library resources.



## University Scholarships and Financial Aid Annual Report to the Commission

Beth Armstrong, Director of University Scholarships and Financial Aid, presented 2012-2013 Financial Aid Report to the commission.

Topics discussed included:

- 2013-2013 Financial Aid Data
- FAFSA Applications
- Number of Students Receiving/Using Selected Type of Financial Aid
- Total Amounts by of Type Financial Aid
- Student Loan Debt for Graduating Undergraduate Students
- Telephone and Walk-In Numbers During Fall Start-Up

## Undergraduate Admissions Annual Report to the Commission

Juan Espinoza, for Mildred Johnson, Director of Undergraduate Admissions, presented an Annual Report on the Admissions Appeals Committee to the Commission.

## Presidential Policy Memorandum 273, Policy on Untaught Courses in the Undergraduate Course Catalog and The Curriculum for Liberal Education Review

Gary Costello, Assistant Registrar, presented the annual report for the Presidential Policy Memorandum 273, Policy on Untaught Course Catalog and The Curriculum for Liberal Education Review. As a result of the review, 85 undergraduate courses were inactivate effective 201401, and 11 courses were given a 1-year extension by the Office of the University Registrar. Motion was made and seconded to approve the >5 year untaught course report. The motion passed unanimously.

### **Virginia Tech Office of the University Registrar PPM No. 273, Policy on Untaught Courses in the Undergraduate Course Catalog and the Curriculum for Liberal Education Review List of Courses Inactivated & Extended Effective 201401**

#### Untaught Courses to Be Inactivated (85)

AAEC 1005H Econ Food Fiber Svs  
AAEC 1006H Econ Food Fiber Svs

ACIS 4584 Clnt/Srv App Dev Bus  
ACIS 4594 Electronic Commerce Systems

AEE 4024 Managing Agricultural SOEP

AFST 4774 Blacks in the Performing Arts

AOE 4204 Ocean Acoustics

APSC 3234 Applied Ruminant Nutrition

APSC 4154 Applied Meat Animal Genetics

AT 244 Ag Law and Tax Mgnt

BIOL 4044 Biogeography  
BIOL 4076 Bioinformatics Methods  
BSE 4324 Nonpoint Source Pollution

CHE 3016 Process Measurements

CHEM 1035H General Chemistry		HIST 3384 Europe and World War I	
CHEM 1036H General Chemistry		HIST 3505 European Diplomatic History	AR03
CHEM 2565H Principles of Org Chem		HIST 3506 European Diplomatic History	AR03
CS 1705H Intro Obi-Orient Develop-		HIST 3565 History of the Church	
CS 1706 Intro Obi-Orient		HIST 3566 History of the Church	
CS 1706H Intro Obi-Orient Develop-		HIST 4034 Econ & Business Topic	
ECE 4236 Electronic Packaging		HIST 4044 Topics in Women's History	AR1W
ECE 4674 Scattering Parameters Lab		HIST 4224 Legal & Const Topics	AR01
ECE 4676 Radio Engineering		HIST 4244 Environmt Hist Topics	AR01
ECE 4904 Project and Report		HORT 4714 Fruit Crops Laboratory	
ECON 4224 U.S. Economic History		ISE 4016 Management Systems	
ECON 4414 Economic Forecasting		MATH 1205H Calculus	
EDTE 2604 Intro to Technology		MATH 1206H Calculus	
EDTE 3754 Early Field Experience		MATH 3034H Honors Introduction to	
EDTE 4424 Curriculum in Tech Ed		MATH 4344 Topics in Geometry	
EDTE 4434 Tech Methods in Tech Ed	AR1W	ME 3114 Engineering Thermodynamics	
ENGE 2414 Adv Eng Prob Solv: C++		MGT 3454 Small Bus Mgt and Ent	
ENGE 2994 Undergraduate Research		MGT 4764 Applied HRIS	
ENGE 3714 Documenting Ugrad Engr		MKTG 4564 Marketing High Tech	
ENGL 1684 Introduction to Drama	AR02	PSCI 4314H Honors Sr Sem Polit Instns	
ENGL 2454 Classical Lit in Tran	AR02	PSCI 4624H Honors Wash Semester	
ENGL 3404 French Literature in	AR02	PSCI 4644H Honors Wash Semester Policy	
ENGL 4024 Literary Criticism		PSYC 3044 Behavior Modification	
ESM 4714 Sci Visual Data Analv		PSYC 4104 Motivation	
FIN 4024 Legal Aspect Diverse		REL 4414H Honors Topics Biblical	
FIW 4514 Principles of Aquaculture		SOC 4054 Voluntary Associations	
FOR 2714 Intro Ind For Oper		SOC 4304 Small Groups	
FOR 3534 Outdoor Rec Fld St		SOC 4804 Sociology of Science	
HD 3334 Indiv & Family		SPAN 3204 Span Civ/Culture	AR02
HIST 1004 Intro US History		SPAN 3214 Span-Amer Civ/Culture	AR02
HIST 1014 Survey American Econ	AR03	SPAN 3324 Spanish-American Lit	AR02
HIST 2155 History of England		TA 2444 Stage Makeup	
HIST 2156 History of England		UAP 4614 Health Policy	
HIST 2166 History of France		UAP 4624H Honors Wash Semester	
HIST 3024 The Early United States		UAP 4644H Honors Wash Semester Policy	
HIST 3124 Hist Am Agric			

### Untaught Courses to Be Extended (11)

AAEC 4504 Ag Price Analysis		MASC 1034 Stat. Lib Arts	AR05
AEE 4014 Intro to Cooperative		MSE 3004H Materials in Tomorrow's World	
AEE 4744 Methods, Materials		MUS 2284 Piano Accompanying	
HIST 2114H Issues in European History	AR03	PSCI 4214 Sr Sem Polit Behavior	
HIST 3064 Modern US. 1877-1917			
HIST 3214 History of Appalachia			
HIST 3234 The North America West			

### End of year Governance action

Gary Costello, Assistant Registrar, presented a request to the Commission of Undergraduate Studies and Policies to consider review and electronic approval of the Undergraduate Curriculum Committee report for April 25, 2014. The electronic review and approval would allow for proposals with a requested effective Fall 2014 term to be approved. The commission approved request.

### Nominations for Chair and Representative of CUSP Sub-Committees

The following volunteered to serve as Chairs and Representatives of CUSP Sub-Committees:

#### Representative for University Commencement Committee

*Candice Clemenz*

#### Representative for Curriculum Committee for Liberal Education

*Robert Stephens*

### **Adjournment**

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

Respectfully submitted,

Carol A. Brunelli  
Office of the University Registrar