

**MINUTES**  
**COMMISSION ON UNDERGRADUATE STUDIES AND POLICIES**  
**SEPTEMBER 13, 2021**  
**230 STUDENT SERVICES BUILDING, 3:00 PM**

**CALL TO ORDER**

The meeting was called to order at 3:00 PM by S. Corcoran, Chair. Those in attendance and constituting a quorum were:

**PRESENT:** S. Corcoran (Chair); K. Albright; A. Council; P. Deck; A. Dubner; M. Pleimling for R. Fricker; K. Goyne; S. Sumner for A. Grant; H. Gumbert; A. Johnson; M. Kimbrell; G. Novack; K Redican; K. Thompson for J. Ross; J. Sible; K. Swaby; S. Tatum; J. Xu

**ABSENT:** K. Edgar; D. Givens; R. Holloway; L. Khansa; L. Learman; L. McClaskey; D. Stauffer; A. Villar; C. Wood

**VISITORS:** G. Costello; A. Myers; R. Pitcher; B. Smith; R. Sparks

**ADOPTION OF THE AGENDA**

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

S. Corcoran outlined the charge and goals of the Commission for 2021-2022 Academic Year.

- Charge/Goals of the Commission for 2021-2022 Year

Charge: 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:

- Academic Support Committee: Academic Calendar review inclusion of Juneteenth.
- Academic Policy Committee: Academic Relief – Based on the continuing work of the Academic Affairs sub-committee, CUSP will hear an updated Academic Relief policy that includes student readmission/re-enrollment, retroactive timeline, and appearance of coursework on the transcript.

- Academic Policy Clean-up – In ongoing support of the Office of Policy and Governance’s university-wide effort to clean up policy overlap, CUSP will review academic policies in need of discontinuance and/or merger.

## **ANNOUNCEMENT OF APPROVAL AND POSTING OF MINUTES**

S. Corcoran announced the April 26, 2021 minutes were electronically approved and can be accessed via the University Registrar’s website:

[https://www.registrar.vt.edu/content/dam/registrar\\_vt\\_edu/documents/Updates/governance/2020-2021/4-26/minutes\\_cusp\\_4\\_26\\_21.pdf](https://www.registrar.vt.edu/content/dam/registrar_vt_edu/documents/Updates/governance/2020-2021/4-26/minutes_cusp_4_26_21.pdf)

S. Corcoran announced the minutes and reports below were electronically approved and can be accessed via the University Registrar’s website:

- [Academic Policies Committee Minutes \(April 2, 2021\)](#)
- [Academic Policies Committee Minutes \(April 16, 2021\)](#)
- [Pathways General Education Curriculum Review Committee Report \(April 28, 2021\)](#)
- [Undergraduate Curriculum Committee Report \(April 23, 2021\)](#)
- [University Curriculum Committee for General Education Meeting Minutes \(May 5, 2021\)](#)

For information - S. Corcoran announced the CUSP minutes from February 8, 2021 were amended to correct Degree designator for Bachelor of Science in Environmental Science to read BSENS.

## **REPORTS AND MINUTES FROM COMMISSION COMMITTEES/SUB -COMMITTEES**

### **COMMITTEE REPORTS**

#### **Academic Support Committee**

No report.

#### **Academic Policies Committee**

K. Goyne stated that the Committee would continue working on policies from the previous academic year including a new academic relief policy which is being called the Compassionate Relief Policy. The first Committee meeting will be held on September 15, 2021.

#### **Athletics Committee**

No report.

### **Commencement Committee**

No report.

### **Honor Council**

No report.

### **Library Committee**

No report.

### **Undergraduate Curriculum Committee**

For information - S. Corcoran announced the UCC report from January 22, 2021 was amended to correct degree designator for Bachelor of Science in Environment Science to read BSENS.

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

J. Sible stated that the committee met September 1, 2021 and discussed collaboratory resources for faculty, and reviewed student enrollment in foundational and advanced general education courses.

## **CONSTITUENT REPORTS**

### **Commission on Administrative and Professional Faculty Affairs**

K. Swaby announced the launch of the A/P Faculty Senate. The commission is working on a resolution to establish representation of the A/P Faculty Senate on the Board of Visitors.

### **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 2021-2022**

The following individuals accepted nominations to serve as Chairs and Representatives of CUSP Sub-Committees for Academic Year 2021-2022:

- Chair of Undergraduate Curriculum Committee and Vice Chair of CUSP: Kerry Redican
- Representative for University Curriculum Committee for General Education: Greg Novack
- Representative for University Commencement Committee: Paul Deck

### **ADJOURNMENT**

A motion was made and seconded to adjourn the meeting at 3:25 PM.

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