

MINUTES

Commission on Undergraduate Studies and Policies

President's Boardroom

September 14, 1998

Present: Dr. Robert Tracy, Chair; Dr.'s Mike Denbow, Doris Kincade, Roy Kirkpatrick for Gregory Brown, Mary Ann Lewis for Janet Johnson, Max Stephenson for Paul Knox, Charles Nunnally, Norrine Bailey Spencer for Richard Sorensen, Jay Sullivan, Bevlee Watford for F. W. Stephenson, John White for L.A. Swiger, James Yardley; Susan Ariew, Newman Library; Prof. Ron Daniel, Associate Provost; Leah Davenport, SGA; Suzi Fighera, SGA; Jan Francis, Staff Senate; Amanda Kirkpitch, SGA; Elaine Matuszek, CAPFA; Amanda Rich, Honor System; Prof. Steve Thompson.

Absent: Dr.'s Robert Bates, John Eaton, Peggy Meszaros; S. Lawrence, SGA/AA

Visitors: Emily Davis, Wanda Hankins Dean, Leon Geyer, Karen Torgersen, Steven Wilson

Call to Order and Announcements

Dr. Robert Tracy called the meeting to order at 3:03 p. m. Introductions were made around the room. Dr. Tracy then reviewed the charge of the Commission and the scheduled meeting dates. He also noted those committees that report to the commission and their chairs for the current academic year.

They are as follows:

Committee on Academic Policies, Steven Thompson, Chair

Committee on Academic Support, Mike Denbow, Chair

Committee on Undergraduate Curricula, Jay Sullivan

University Athletic Committee, Chair, Jeff Birch, Norrine Bailey Spencer

(CUSP Representative)

University Core Curriculum Committee, Chair, Bill Claus

Honor System Review Board, Chair, Leon Geyer

Dr. Tracy also reviewed "tabled" items from last year. They include the review of the Freshman Rule Policy, Transfer Policy and the Academic Eligibility Policy. He noted that committees have been established to review each policy and requested that 3 to 4 volunteers serve on each committee, as well as one student representative per committee. Those wishing to volunteer should contact Dr. Tracy, rtracy@vt.edu, for further information. Dr. Max Stephenson, Associate Dean of the College of Architecture and Urban Studies, will chair the review committee for the Freshman Rule. The committee is charged with review of the current policy and to make recommendations for continuation or alteration to the current policy. The Provost has appointed Dr. Delores Scott, Associate Provost and Gerry McLaughlin, Director of Institutional Research to serve on the committee. This committee has been requested to prepare recommendations for the Commission no later than the February 22, 1999 meeting. Dr. Norrine Bailey Spencer, Associate Dean of the Pamplin College of Business, will chair the review committee for the Transfer Policy. In addition to the periodic review, the committee will consider such issues as the acceptability of online courses and distance learning courses. This committee will also make recommendations for continuation or alteration of current policy. The Provost has appointed Wanda Hankins Dean, University Registrar and Chief Transfer Officer and Dr. David Ford, Vice Provost for Academic Affairs, as representatives to the committee. This committee has been requested to prepare recommendations for the Commission no later than the March 22, 1999 meeting. Dr. Tracy reported that when enacted, the Academic Eligibility Policy would be reviewed after one year. To meet that directive and to parallel the tasks associated with the Freshman Rule Committee, the Undergraduate Appeals Ad Hoc Committee, chaired by Dr. John White, Associate Dean in the College of Agriculture and Life Sciences, will lead the review of this policy. The Committee, working with CUS and the university community to

gather input, have been asked to report its findings and/or recommendations to the Commission no later than January 25, 1999 meeting.

The Agenda was approved as distributed.

Report of the Undergraduate Honor System

Dr. Leon Geyer, Chair, provided an overview of the Undergraduate Honor System, adding that a review of the system would take place this year. In a review of the system, he noted the chair is a three-year appointment, with both students and faculty comprising the remainder of the personnel. Dr. Geyer indicated that the system saw in 1997-1998, a dramatic increase in the number of cases, with a total of 280 as compared to 136 reported the previous year. He stated that cases were brought forward from courses of all class sizes, referencing the McCabe Study, which looked at cheating, plagiarism and falsification in courses of varying class size. Dr. Geyer noted that two challenges face the honor system, one being the education of students and the other education of faculty. He reported that issues to be addressed are how and where to educate the university community and how do we disseminate information on the honor system. In addition, he noted the question had been raised if the university needs the Honor System and that too would be addressed in the review, as well as confidentiality and legal issues. Dr. Geyer stated that over the past year, the system has made decided changes in treating cases with more dignity, in providing better scheduling and equal and fair treatment of all cases. He noted these changes have been made possible in part due the willingness to exchange information between the faculty, the Honor System and the Office of the Provost. In closing, he asked that any suggestions, comments or recommendations to the system are welcome and added that information could be found in the systems website,

Report of the Special Admissions Committee

Karen Torgersen, Director of Undergraduate Admission, reported the committee reviewed five cases this year. She noted that all five cases presented were accepted and those students are currently enrolled, either with or without conditions. When questioned about the initiation of a case review, Karen responded they may be brought forward by a department, though they may not be student initiated. Karen stated the committee membership for this year consists of Professor Ron Daniel, Associate Provost for Undergraduate Programs, Professor John Husser, Department of Music and Dr. Rosemary Goss, Department of Near Environments. The Director of Undergraduate Admissions serves as the non-voting chair.

Reports from Commission Sub-Committees

Committee on Undergraduate Curricula

Dr. Jay Sullivan, Chair, presented the September 14, 1998 report for approval. He noted that several degree checksheets were returned to the departments for revisions. Motion was made and seconded to approve the report as presented. The motion carried with no dissenting votes.

For "First and Second Reading"
Unanimous approval

á Courses Approved for Fall 1998

EDPE 2344 Teaching Group Physical Activities

á Courses Approved for Spring 1999

EDPE 2354 Teaching Individual Physical Activities

á Checksheets, Options and Concentrations

Home Economics Education Checksheets, Graduating Class of 2000
(Spring 2000 Fall 2000)

á Courses to be Deleted

EDPE 2334 Foundations of Physical Education Activities
Golf/Tennis

EDPE 2324 Foundations of Physical Education Activities
Archery/Badminton

Reports from Standing Committees

University Athletic Committee

Dr. Norrine Bailey Spencer presented the March 18, 1998 minutes for acceptance. She noted that Jeff Birch will be Chair of the committee for the year. Norrine also noted that information and recommendations would be forthcoming from the committee's study of missed class time and the annual report for NCAA compliance. She also expressed appreciation to those participants of the June Athletic Summit. Motion was made and seconded to accept the minutes as presented. The motion carried with no dissenting votes.

Other Business

As a matter of information for the Commission, Professor Ron Daniel, Associate Provost for Undergraduate Programs, reported that core curricula and general education requirements will increasingly be an issue for all Virginia public colleges and universities with both the State Legislature and the State Council of Higher Education (SCHEV). He noted that Virginia Tech had submitted its report on general education to SCHEV on September 1. Ron Daniel also noted that the goals of the University Core Curriculum Committee would continue to fall in three areas: review of proposed courses for inclusion in the core, assessment of the core curriculum areas, and the future development of the core. He added that the committee would meet monthly with no changes in the current approval process, but would subdivide into working groups to achieve the other goals. During a brief discussion following his remarks, it was suggested that if the core is to be expanded, some existing requirements should be removed. Dr. Charles Nunnally inquired if the core will implement a computer literacy requirement, with Professor Daniel responding that this issue has not yet been examined, but will be addressed as one of the outcomes of the University Self-Study/SACS visit.

The meeting was adjourned at 4:04 p.m.

Respectfully submitted,

Steven Wilson
Assistant to the University Registrar

MINUTES

Commission on Undergraduate Studies and Policies
1045 Pamplin Hall
September 28, 1998

Present: Dr. Robert Tracy, Chair; Dr.'s Ellie Sturgis for Robert Bates, Mike Denbow, John Eaton, Alan Heath, Doris Kincade, Roy Kirkpatrick for Gregory Brown, Mary Ann Lewis for Janet Johnson, Max Stephenson for Paul Knox, Jim Marchman for Charles Nunnally, Norrine Bailey Spencer for Richard Sorensen, Jay Sullivan, John Crunkilton for L.A. Swiger, James Yardley, Shep Zedaker; Prof. Ron Daniel, Associate Provost;; Suzi Fighera, SGA; Jan Francis, Staff Senate; Amanda Kirkpitch, SGA; Elaine Matuszek, CAPFA; A. Rich, Honor System; Prof. Steve Thompson.

Absent: Dr.'s David Ford, Peggy Meszaros, F.W. Stephenson; Susan Ariew, Leah Davenport, SGA, Steven Lawrence, SGA/AA

Visitors: Bill Claus, Jon McGurn, Mike Perry, Steven Wilson

Call to Order and Announcements

Dr. Robert Tracy called the meeting to order at 3:03 p. m. He noted that as part of the University Self-Study/SACS visit, our readmission policy regarding extenuating circumstances would be reviewed by the University Academic Appeals Committee. He also introduced the two Faculty Senate representatives, Alan Heath, Biology and Shep Zedaker, Forestry.

The Agenda was approved as distributed.

The Minutes of September 14, 1998 were approved with corrections.

Reports from Standing Committees

University Athletic Committee

Dr. Norrine Bailey Spencer presented the April 22, 1998 minutes for acceptance. She noted that these minutes were from the last meeting of the Spring semester. Norrine added that the Athletic Summit scheduled for January would address faculty concerns, and asked that any faculty who played a varsity sport in college would be encouraged to assist and participate. Motion was made and seconded to accept the minutes as presented. The motion carried with no dissenting votes.

University Core Curriculum Committee

Dr. Bill Claus, Chair, presented the April 23, 1998 minutes for acceptance. He noted the committee has just met for the first time this year and would be bringing those minutes and report forward shortly. Motion was made and seconded to accept the minutes as presented. The motion carried with no dissenting votes. He then presented the April 23, 1998 report for approval. He noted that several of the courses included in the report were approved to fulfill the writing intensive requirement. Motion was made and seconded to approve the report as presented. The motion carried with no dissenting votes.

REPORT OF THE UNIVERSITY CORE CURRICULUM COMMITTEE April 23, 1998

Courses APPROVED:

FCD 4214, Curriculum and Program Planning in Child Development, Area 1 (WI)
effective SPRING 98

FCD 3244, Observation and Assessment of Young Children, Area 1 (WI), effective

FALL 98

APSC 3004, Animal and Poultry Seminar, Area 1 (WI), effective SPRING 98

(ESM 3034 & ESM 3064, combined to form one 3cr. WI)

ESM 3034, Fluid Mechanics Lab, Area 1 (WI), effective SPRING 98

ESM 3064, Mechanical Behavior of Materials Lab, Area 1 (WI), effective SPRING 98

IDST 3114, Topics in Interdisciplinary Studies, Area 1 (WI) effective SPRING 1998

CE 4344, Water Resources Planning, Area 1 (WI), FALL 1998

CE 4484, Bridges and Their Builders, Area 1 (WI), FALL 1998

CE 4674, Airport Planning and Design, Area 1 (WI), FALL 1998

CE 4984, Special Study: Research Presentation, Area 1 (WI), FALL 1998

Other Business

Dr. Robert Tracy reported that a resolution, requesting a transcript designator for internships, as is currently provided for co-op, would be reviewed by the Committee on Academic Policies. He also stated that volunteers are still needed for the ad-hoc committees, which will review the Freshman Rule and the Transfer Policy. Dr. Tracy asked that anyone interested in working on these committees to contact him directly.

The meeting was adjourned at 3:15 p.m.

Respectfully submitted,

Steven Wilson
Assistant to the University Registrar

MINUTES

Commission on Undergraduate Studies and Policies

President's Boardroom

October 12, 1998

Present: Dr. Robert Tracy, Chair; Dr.'s Ellie Sturgis for Robert Bates, Mike Denbow, David Ford, Alan Heath, Mary Ann Lewis for Janet Johnson, Max Stephenson for Paul Knox, Jim Marchman for Charles Nunnally, Norrine Bailey Spencer for Richard Sorensen, Beville Watford for F.W. Stephenson, Jay Sullivan, John White for L.A. Swiger, James Yardley, Shep Zedaker; Susan Ariew, Newman Library; Prof. Ron Daniel, Associate Provost; Leah Davenport, SGA; Amanda Kirkpitch, SGA; Elaine Matuszek, CAPFA; Amanda Rich, Honor System

Absent: Dr.'s Gregory Brown, John Eaton, Doris Kincade, Peggy Meszaros, Suzi Figuera, SGA; Jan Francis, Staff Senate; Steven Lawrence, SGA/AA; Prof. Steve Thompson

Visitors: Bill Claus, Carrie Norvell, Steven Wilson

á Call to Order and Announcements

Dr. Robert Tracy called the meeting to order at 3:00 p.m.

á The Agenda was approved as distributed.

á The Minutes of September 28, 1998 were approved as distributed.

á Reports from Commission Sub-Committees

Committee on Undergraduate Curricula

Dr. Jay Sullivan, Chair, presented the October 12, 1998 report for approval. He noted that several proposals for new courses were returned to the departments as no course deletions were indicated. Motion was made and seconded to approve the report as presented. The motion carried with no dissenting votes.

For "First and Second Reading"
Unanimous approval

á Courses Approved for Fall 1998

AAEC 4344 Sustainable Development Economics new
EF 2314 Engineering Problem Solving with C++ new
NEID 2144 Second Year Interior Design Studio new
NEID 4124 4th Year Interior Design Studio new

á Courses Approved for Spring 1999

EF 2324 Engineering Problem Solving with Fortran new
NEID 4164 Interior Design& Business Procedures new

á Courses Approved for Fall 1999

CHEM 4654 Adhesive and Sealant Science new
ESM 2214 Statics and Mechanics of Materials new

á Checksheets, Options and Concentrations

Chemistry Checksheets, Minor, Graduating Class of 1999 (Spring 1999 Fall 1999)

Chemistry Checksheets, Major, Graduating Class of 1999 (Spring 1999 Fall 1999)

Environmental Chemistry Option - New

á Courses to be Deleted

AAEC 4004 Sustainable Development Economics Seminar

ALS 4204 Nutrient Metabolism in Farm Animals

HIDM 4115-4116 Contract Design I, II

á Other Business

Dr. Robert Tracy reported the minutes of September 14, 1998 were tabled at University Council due to questions concerning committees addressed in Ron Daniel's comments. He distributed revised copies of those minutes which specify the committee in questions. Motion was then made and seconded to approve the revised minutes of September 14, 1998 as distributed. The motion was unanimously approved.

In regard to questions concerning the Ad-hoc Committees which are to review the Freshman Rule and Transfer Policy, Dr. Tracy noted that faculty members are still needed to serve. He added that volunteers are still requested, but noted that if none are forthcoming, appointments would be made.

á The meeting was adjourned at 3:09 p.m.

Respectfully submitted,

Steven Wilson

Assistant to the University Registrar

MINUTES

Commission on Undergraduate Studies and Policies

President's Boardroom

November 9, 1998

Present: Dr. Robert Tracy, Chair; Dr. Myra Gordon for Robert Bates, Roy Kirkpatrick for Gregory Brown, Alan Heath, Mary Ann Lewis for Janet Johnson, Ellen Bratten for Paul Knox, Charles Nunnally, Norrine Bailey Spencer for Richard Sorensen, Beville Watford for F.W. Stephenson Jay Sullivan, John White for L.A. Swiger, James Yardley, Shep Zedaker; Susan Ariew, Newman Library; Prof. Ron Daniel, Associate Provost; Jan Francis, Staff Senate; Amanda Kirkpitch, SGA; Elaine Matuszek, CAPFA; Prof. Steve Thompson

Absent: Dr.'s, Mike Denbow, John Eaton, David Ford, Doris Kincade, Peggy Meszaros; Leah Davenport, SGA; Suzi Fighera, SGA; Steven Lawrence, SGA/AA; Amanda Rich, Honor System

Visitors: Dr. Bill Claus, Dr. Ellie Sturgis, Carrie Norvell, Karen Torgersen, Steven Wilson

á Call to Order and Announcements

Dr. Robert Tracy called the meeting to order at 3:03 p. m. He reminded the membership this would be the last meeting of the semester due to the last November meeting scheduled during the week of Thanksgiving break and the December meeting scheduled for the week of final exams.

á The Agenda was approved as distributed.

á The Minutes of October 12, 1998 were approved as distributed.

á Reports from Commission Sub-Committees

Committee on Undergraduate Curricula

Dr. Jay Sullivan, Chair, presented the November 9, 1998 report for approval. He noted that several proposals for new courses were presented with the deletion of courses as indicated. Motion was made and seconded to approve the report as presented. The motion carried with no dissenting votes. Jay also added that the committee is drafting a document to assist in streamlining the process for changes to course prerequisites and corequisites, as well as a document to request that courses be dropped from the catalog.

For "First and Second Reading"
Unanimous approval

á Courses Approved for Fall 1998

AT H0904 Honors Seminar in Agricultural Technology new
HIST 3205,3206 U. S. South new

á Courses Approved for Spring 1999

ENGL 2304 Introduction to Poetry new
ENGL 2314 Introduction to Fiction new
ENGL 2324 Introduction to Drama new
ENGL 2334 Introduction to Satire new
ENGL 2344 Introduction to Science Fiction & Fantasy new
ESM 4714 Scientific Visual Data Analysis and Multimedia new

á Checksheets, Options and Concentrations

Chemistry Checksheets, Major, BA & BS, Graduating Class of 1999 (Spring 1999)

Fall 1999)

Adhesion Science Option new
Polymer Chemistry Option new
Materials Option new

Real Estate Concentration Checksheet, Graduating Class of 1999 (Spring 1999
Fall 1999) revised

á Courses to be Deleted

ENGL 2214 Introduction to Literature
HIST 3204 History of the South

á Reports from Standing Committees

University Athletic Committee

Dr. Norrine Bailey Spencer presented the September 16, 1998 minutes for acceptance. She noted that a formal report on Compliance would be presented in December as an outcome of the NCAA and SACS visits. Norrine added the mid-year Athletic Summit would be held on Tuesday, January 26, 1999. In addition, Norrine distributed documentation on the Mission Statement of the Athletic Department, which is currently under review. She asked that comments and/or revisions to the current statement be forwarded to her by December 1, for submission to the committee on December 9. Norrine also reported the revised Scheduling Policy would be forthcoming from the committee. Motion was made and seconded to accept the minutes as presented. The motion carried with no dissenting votes.

University Core Curriculum Committee

Dr. Bill Claus, Chair, presented the September 24, 1998 minutes for acceptance. Motion was made and seconded to accept the minutes as presented. The motion carried with no dissenting votes. Bill then presented the September 24, 1998 report for approval. Motion was then made and seconded to approve the report as presented. The motion was unanimously approved.

REPORT OF THE UNIVERSITY CORE CURRICULUM COMMITTEE
September 24, 1998

Courses APPROVED effective Fall 1999:
ECON H2025 H2026, Honors Principles of Economics, Area3

Courses APPROVED effective Spring 2000:

GEOG 3224, Geography of Appalachia, Area 1 (WI)

Dr. Norrine Bailey Spencer inquired if the Committee has approved any IDST courses in Leadership Studies. She and Dr. Beville Watford both reported students have been told the courses have been approved. Dr. Ellie Sturgis, Associate Dean of Arts and Sciences, reported the courses have not been approved since they are currently offered as special studies. She added that substitutions could and have been made for these courses to count toward core areas.

University Library Committee

Susan Ariew presented the September 22, 1998 minutes for acceptance. She noted a survey has been distributed concerning serials and asked that anyone receiving the survey to please complete and return to the library. Susan noted the additional funding for serials is a possible outcome from the survey. She also noted that revisions are continuing on the renewal/return policy. Motion was made and seconded to accept the minutes

as presented. The motion carried with no dissenting votes.

á Other Business

Dr. Ellie Sturgis introduced Dr. Myra Gordon, Associate Dean for Diversity and Instruction for the College of Arts and Sciences. Dr. Robert Tracy requested the minutes from today's meeting be voted on electronically so they may be forwarded to University Council. No objections were made to the request.

á The meeting was adjourned at 3:21p.m.

Respectfully submitted,

Steven Wilson
Assistant to the University Registrar

MINUTES

Commission on Undergraduate Studies and Policies

President's Boardroom

January 25, 1999

Present: Dr. Robert Tracy, Chair; Dr.'s Robert Bates, Roy Kirkpatrick for Gregory Brown, Mike Denbow, John Eaton, David Ford, Alan Heath, Doris Kincade, Mary Ann Lewis for Janet Johnson, Max Stephenson for Paul Knox, Charles Nunnally, Norrine Bailey Spencer for Richard Sorensen, Bevelee Watford for F.W. Stephenson, Jay Sullivan, John White for L.A. Swiger, James Yardley; Anita Haney for Susan Ariew, Newman Library; Jan Francis, Staff Senate; Elaine Matuszek, CAPFA; Amanda Rich, Honor System; Prof. Steve Thompson,

Absent: Dr.'s, Shep Zedaker, Peggy Meszaros; Prof. Ron Daniel; Leah Davenport, SGA; Suzi Fighera, SGA; Amanda Kirpitch, SGA; Carrie Norvell, SGA/AA.

Visitors: Dr. Myra Gordon, Karen Torgersen, Steven Wilson

Call to Order and Announcements

Dr. Robert Tracy called the meeting to order at 3:03 p. m.

The Agenda was approved as distributed.

Reports from Commission Sub-Committees

Committee on Undergraduate Curricula

Dr. Jay Sullivan, Chair, presented the January 25, 1999 report for approval. He noted the report consists of actions approved in meetings of December 4, 1998 and January 18, 1999. Motion was made and seconded to approve the report as presented. The motion carried with no dissenting votes.

For "First and Second Reading"

Unanimous approval

Courses Approved for Spring 1999

CHE 2114 Mass and Energy Balances revised
CHE 2124 ChE Simulations new
CHE 2164 ChE Thermodynamics new
CHE 3144 Mass and Heat Transfer new
EF 1574 Object-Oriented Engineering Problem Solving with C++ new
EF 2334 Computer-Aided Design new
EF 2344 Computer-Aided Drafting new
JUD/HEB 1104 Introduction to Hebrew Language, Civilization and Culture new
(JUD is Home Department)
JUD/HEB 1114 Accelerated Elementary Hebrew Language new
JUD 2134 Judaism: A Survey of History, Culture and Heritage new
REL/JUD 2405, 2406 Biblical History and Literature revised
(cross-listing, JUD will be Home Department)
JUD 3424 Topics in Jewish Culture, History & Thought new
JUD/HIST 3494 The Holocaust new
(JUD is Home Department)
JUD/PSCI 3544 The State of Israel: A Political History new
(JUD is Home Department)
STAT 4954 Professional Practice new

Courses Approved for Fall 1999

CHE 3015-3016 Process Measurements and Control revised
CHE 3114 Fluid Transport new

CHE 3134 Separation Processes new
GEOG 4244 Geography of Europe new
PHYS 2074 Highlights of Contemporary Physics new

Courses Approved for Spring 2000

CHE 3184 Chemical Reactor Analysis and Design revised
CHE 4014 ChE Laboratory revised

Courses Approved for Fall 2000

CHE 4134 Chemical Process Modeling new
CHE 4185-4186 Process and Plant Design revised

Checksheets, Options and Concentrations

Agriculture and Applied Economics Checksheet, Minor, Graduating Class of 2001
(Spring 2001 Fall 2001)

Agribusiness Management Option
Agricultural Marketing, Futures and Price Analysis Option
Environmental Economics, Management and Policy Option
International Trade and Development Option

Chemical Engineering Checksheet, Major, Graduating Class of 2001 (Spring 2001
Fall 2001)

Industrial Engineering Checksheet, Major, Graduating Class of 2001 (Spring
2001 Fall 2001)
Regular and Co-op

Horticulture Checksheets, Major, Graduating Class of 2000 (Spring 2000 Fall
2000)

Horticulture Crops Option
Horticulture Science Option
Horticulture Education Option
Horticulture Therapy Option
Landscape Contracting Option

Other Actions

New Course Designators, College of Arts and Sciences
JUD Judaic Studies Home Department will be the Center for Interdisciplinary
Studies
HEB Hebrew Home Department will be Foreign Languages and Literature

Courses to be Deleted

CHE 2134 Chemical Process Modeling
CHE 3115-3116 Transport Operations in ChE
CHE 3135-3136 Separations Processes
CHE 3164 ChE Thermodynamics

Reports from Standing Committees

University Athletic Committee

Dr. Norrine Bailey Spencer presented the October 21, 1998 and November 18,
1998 minutes for acceptance. She stated that representation of the university
community is requested in regard to suggestions for the revised mission
statement of the Athletic Department, adding those suggestions should be
directed to Tim Parker. In addition, Norrine noted the current student
ticket distribution policy, as established by the SGA would continue as is.
She reported that Derita Ratcliff provided information on the revised
constitution and by-laws of the Student Athlete Advisory Committee, noting the

committee is now chaired by a student. Norrine also reported the Compliance Report was submitted to the President by the December 31, 1998 deadline. She noted this report would continue to be done annually as part to the NCAA review. Motion was made and seconded to accept the minutes as presented. The motion carried with no dissenting votes.

University Library Committee

Anita Haney for Susan Ariew presented the October 28, 1998 and December 16, 1998 minutes for acceptance. She strongly encouraged the faculty and their constituents to complete the survey on the Serials Assessment Project. Motion was made and seconded to accept the minutes as presented. The motion carried with no dissenting votes.

Other Business

Dr. Robert Bates introduced Dr. Myra Gordon, Associate Dean for Diversity and Instruction for the College of Arts and Sciences, adding she would be attending in his absence. Dr. Robert Tracy request the chair's of the three ad-hoc subcommittees provide a brief update on their progress.

Dr. Norrine Bailey Spencer, Chair of the Transfer Policy Ad-hoc Subcommittee, stated the committee had met in December at which time they reviewed the current policy, looking at what should be retained as opposed to what should be changed or discarded. She added the committee would met again in February, and would welcome any comments or suggestions. The group is looking at the acceptance of credits, as well as recommendations put forth in the Perry Committee Report and the SACS accreditation visit. She noted the committee hopes to meet the March deadline for proposed changes.

Dr. Max Stephenson, Chair of the Freshman Rule Ad-hoc Subcommittee, stated the committee had last meet on Friday, January 22nd. He noted the discussions have been deliberate and focused, adding the group has narrowed their options and should be coming forward with a resolution by the mid-February deadline.

Dr. John White, Chair of the Academic Eligibility Ad-hoc Subcommittee would again meet on February 9th to finalize it's recommendations and bring forth a resolution. He noted the resolution will most likely retain "probation" and "suspension" status,, but not "review" status. John stated the committee would meet its February deadline.

Dr. Mike Denbow, Chair of the Committee on Academic Support, reported he has heard many concerns voiced over the academic calendar and the lateness this year of the fall break. He stated the university should look at viable options to change the current calendar structure, adding it has been suggested that the Thanksgiving break be shortened and a break be given in October. Mike noted the current break has an effect on all lab courses and any changes should take this into account. He added that any suggestions or comments for the calendar should be directed to him.

The meeting was adjourned at 3:27 p.m.

Respectfully submitted,

Steven Wilson
Assistant to the University Registrar

MINUTES

Commission on Undergraduate Studies and Policies
President's Boardroom
February 8, 1999

Present: Dr. Robert Tracy, Chair; Dr.s, Roy Kirkpatrick for Gregory Brown, Mike Denbow, David Ford, Doris Kincade, Mary Ann Lewis for Janet Johnson, Max Stephenson for Paul Knox, Charles Nunnally, Norrine Bailey Spencer for Richard Sorensen, Beville Watford for F.W. Stephenson, Jay Sullivan, John White for L.A. Swiger; Prof. Ron Daniel; Susan Ariew, Newman Library; Jan Francis

Staff Senate; Elaine Matuszek, CAPFA

Absent: Dr.s, Robert Bates, John Eaton, Alan Heath, Peggy Meszaros, James Yardley, Shep Zedaker; Prof. Steve Thompson; Amanda Rich, Honor System; Leah Davenport, SGA; Suzi Figuera, SGA; Amanda Kirpitch, SGA; Carrie Norvell, SGA/AA

Visitors: Dr. Bill Claus, Karen Torgersen, Steven Wilson

Call to Order and Announcements

Dr. Robert Tracy called the meeting to order at 3:05 p. m.

The Agenda was approved as amended

The Minutes of January 25, 1999 were approved with corrections.

Reports from Standing Committees

University Athletic Committee

Dr. Norrine Bailey Spencer presented the December 8, 1998 minutes for acceptance. She stated the Athletic Summit held earlier in the month was again a success and expressed thanks to all who participated. Norrine noted the

"Read To Grow" Program involving Virginia Tech student athletes and Montgomery County Elementary Schools has proved very successful with 1200 students reading an average of 20 books each. She also reported a committee has been established to formulate a diversity equity plan as required by the NCAA.

Norrine added that the plan would be reviewed annually. Motion was made and seconded to accept the minutes as presented. The motion carried with no dissenting votes.

University Core Curriculum Committee

Dr. Bill Claus, Chair, presented the November 19, 1998 minutes for acceptance. Motion was made and seconded to accept the minutes as presented. The motion carried. He then presented the November 19, 1998 report for approval. Motion was made and seconded to approve the report as presented. The motion carried.

Report of the University Core Curriculum Committee
November 19, 1998

Courses APPROVED effective Fall 1998:

CSES 4004 and ENSC 4004, Senior Seminar, Area 1 (WI)
PHYS 4315, Modern Experimental Physics I , Area 1 (WI)

Dr. Claus then presented the January 28, 1999 minutes for acceptance. Motion was made and seconded to accept the minutes as presented. During

discussion, concerns were voiced over the proposal from the Honors Program to allow Special Study courses (2984) to receive core approval for a one-year period. Several members stated they were unaware that any Special Study course(s) had been approved for the core. Additionally, concerns were expressed that it was inappropriate for the Honor Program to decide which courses are core eligible. Both Bill Claus and Ron Daniel noted this process would not be exclusive to Honors, but that any department would be able to submit course(s) for approval. Several members noted they were uncomfortable with the process in that the College Curriculum Committees would not have input into the process. In response to questions concerning the process, it was noted that if the 2984 course were to be taught for a second year, it would again be required to receive core approval. In addition, if a 2984 course were approved and was subsequently brought forward as a "real" course, it would be required to proceed through the normal approval process. Ron Daniel stated the request was presented to allow flexibility within the core and to address limited availability of currently approved courses. Questions were also raised as to implementation of the process, tracking of the courses as they are approved, as well as dissemination of information on the courses and where information would be housed. A call for the motion was made and a vote was taken by show of hands. The vote was 5 for acceptance, 8 for non-acceptance and 3 abstentions. The motion to accept the minutes was denied. It was requested the >proposal be placed as a separate agenda item for the February 22, 1999 meeting of the Commission.

Other Business

Dr. John White, Chair of the Academic Eligibility Ad-hoc Subcommittee, stated the group would finalize their proposed resolution at their next meeting, to be held on Tuesday, February 9th and would present the resolution at the next CUSP meeting.

Dr. Mike Denbow, Chair of the Committee on Academic Support, requested that no more comments or suggestions be forwarded to him concerning the academic calendars as he has been inundated with email notes on the subject.

The meeting was adjourned at 3:53 p.m.

Respectfully submitted,

Steven Wilson
Assistant to the University Registrar

MINUTES

Commission on Undergraduate Studies and Policies
President's Boardroom
February 22, 1999

Present: Dr. Robert Tracy, Chair; Dr. 's Ellie Sturgis for Robert Bates, Roy Kirkpatrick for Gregory Brown, Michael Denbow, David Ford, Alan Heath, Mary Ann Lewis for Janet Johnson, Doris Kincade, Max Stephenson for Paul Knox, Charles Nunnally, Norrine Bailey Spencer for Richard Sorensen, Bevlee Watford for F.W. Stephenson, Jay Sullivan, John White for L.A. Swiger, James Yardley, Shep Zedaker; Professor Ron Daniel, Associate Provost; Jan Francis, Staff Senate; Elaine Matuszek, CAPFA; Brian Miller for L. Davenport, SGA; Professor Steve Thompson

Absent: Dr.'s, John L. Eaton, Peggy Meszaros; S. Figueira/SGA, A. Kirpitch/SGA, J. McGurn/SGA, C Norvell/SGA-AA

Visitors: Dr. Bill Claus, Dr. Barbara Pendergrass, Steven Wilson

Call to Order and Announcements

Dr. Robert Tracy called the meeting to order at 3:04 p. m.

The Agenda was approved as amended.

The Minutes of February 8, 1999 were approved as distributed.

Resolution 1998-1999A., Revision to Academic Eligibility Policy

Dr. John White, Chair of the Academic Eligibility Ad-hoc Committee, presented the resolution for First Reading. He noted the revised policy is similar to the original policy, though this revision does not include the Academic Review component. John added the policy allows for two semesters in which to reach the specified eligibility schedule and includes two actions, probation and suspension. During discussion of the policy as presented, editorial suggestions were made as follows.

Removal of sentence "Academic Suspension shall be imposed whenever any one of the following occurs."

Revision of the following sentence to read "First Academic Suspension shall be imposed when:" to provide consistency in verbiage as used in the sentence speaking to Second Academic Suspension

Second sentence under First Academic Suspension shall be revised to read "Shall consist of one semester and be served.."

Sentence under Second Academic Suspension shall be revised to read "Shall consist of one calendar year following it's imposition.."

John reported the effective date of implementation is requested to be Summer 1997 with all students falling under this policy, if approved, as of First Summer 2000. He noted the requested effective date is to eliminate the possibility of having three policies in effect at the same time. It was noted that implementation for Summer 1997 would not adversely affect students in the queue. Dr. Ellie Sturgis stated that while the Academic Review component has been removed, colleges may continue to use academic contracts or an internal review process at their discretion. The motion was made and seconded to approve the resolution, with specified revisions, for First Reading. The motion was unanimously approved.

Reports from Commission Sub-Committees

Committee on Undergraduate Curricula

Dr. Jay Sullivan, Chair, presented the February 22, 1999 report for approval. He noted the Prerequisite/Corequisite Change Request and Course Drop Request would be presented for First Reading at the March 22 meeting of the Commission. Motion was made and seconded to approve the report as presented. The motion was unanimously approved.

For " First and Second Reading"
Unanimous approval

Courses Approved for Spring 1999

JUD	4424	Advanced Topics in Jewish Culture, History &
Thought	new	
MATH	4134	Number Theory
	revised	

Courses Approved for Fall 1999

ALS	1104	Agriculture, The Arts and Society
		new
BIOL	1125, 1126	Biological Principles Laboratory
		new
BIOL	4314	Plant Ecology
	new	
ECON	4304	Introduction to Econometric Methods
	new	
FST	4014	Concepts of Food Product Development
	new	

Checksheets, Options and Concentrations

Interdisciplinary Studies Checksheet, Minor, The Judaic Studies Concentration
Graduating Class of 1999 (Spring 1999 - Fall 1999)
new

Other Actions

Prerequisite/Corequisite Change Request for Existing Courses
Request to Drop Course from the Catalog

Courses to be Deleted

ECON	3304	Introduction to Econometric Methods
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Reports from Standing Committees

University Core Curriculum Committee

Dr. Bill Claus, Chair, moved to remove from the table and accept, the minutes of January 28, 1999. Motion to remove from the table and accept was seconded. He noted the courses for second reading in the minutes were not provided in the proper format at the February 8, 1999 meeting, but they have since been formatted and distributed for review. Bill also reported the proposal for core approval of Special Study courses would be presented as a separate item at the next meeting of the commission. The motion to accept the minutes was unanimously approved. Bill then presented the January 28, 1999 report for approval. Motion was made and seconded to approve the report of January 28, 1999 as presented. The motion was unanimously approved.

Report of the University Core Curriculum Committee
January 28, 1999

Courses APPROVED effective Spring 1999:

ENGL 2304, Introduction to Poetry, Area 2
ENGL 2314, Introduction to Fiction, Area 2
ENGL 2324, Introduction to Drama, Area 2
ENGL 2334, Introduction to Satire, Area 2
ENGL 2344, Introduction to Science Fiction & Fantasy, Area 2

University Library Committee

Susan Ariew presented the January 27, 1999 minutes for acceptance. She noted the minutes include discussion of a report from Dean Hitchingham on digital resources and of the need for student training in information management skills. Motion was made and seconded to accept the minutes as presented. The motion was unanimously approved.

Dr. Charles Nunnally requested current library policy be reviewed in regard to fees assessed for non-returned books in instances where the book(s) in question were found to have been returned and re-shelved. He added that we may want to give our students the benefit of the doubt in such situations. Dr. Robert Tracy requested the library administration review current upkeep and maintenance on the equipment provide for public use, as well as methods of payment for such use.

University Athletic Committee

Dr. Norrine Bailey Spencer presented the January 20, 1999 minutes for acceptance. She noted a subcommittee will be formed to review programs which currently do not receive full scholarship funding. Dr. John White requested clarification concerning the temporary seating in the stadium. Norrine stated that costs for temporary seating in the north end of the stadium during football season is \$45,000.00 per year, adding the decision has been made to install permanent seating in the area. She noted the costs would come from private funds. Motion was made and seconded to accept the minutes as presented. The motion was unanimously approved.

Proposal for Special Study Course Approval in Core Curriculum

Dr. Bill Claus distributed information on X984 courses, which have previously received approval for core area credit. Ron Daniel reported the Core Curriculum Committee while soon be coming to closure on this issue and will be bringing forward a proposal for review at the March 22, 1999 meeting of the Commission. He stated it is his hope the proposal will provide a more structured approach for approval of such courses than approval by exception. Dr. Bevelee Watford noted it has been stated that our current system could not accommodate tracking of these courses, in DARS, to fulfill degree requirements. She added that as the system would not accommodate tracking, it would require a manual tracking process in the Dean's office. She inquired if this would still be the case if such a policy were approved. Ron stated that any decision on this topic should be driven by what is the right thing to do and not if the system can accommodate such. He did add that system issues and resources, as well as policy implementation should be addressed concurrently. Several members of the commission expressed concern over approval of such a request if in fact the system could not accommodate course tracking of specified special study courses. Ron requested that any comments and/or suggestions be forwarded to him and Bill Claus so they may in turn inform the Core Curriculum Committee.

Other Business

Dr. Norrine Bailey Spencer, Chair of the Transfer Policy Ad-hoc Subcommittee, stated it is her hope to have a resolution for review at the March 22, 1999 meeting of the Commission. She noted the group is moving

toward imposing fewer limits on credits awarded while still adhering to SACS and SCHEV policy. She asked that comments and/or suggestions be forwarded to her as soon as possible for committee discussion.

Ron Daniel, Associate Provost for Undergraduate Programs, reported a three hour meeting concerning the Core Curriculum took place this morning with the Academic Affairs Committee of the Board of Visitors. He stated the materials presented to the committee provided perspectives on the core curriculum, as well as the history of the core. Ron noted that Deans from several of the colleges addressed issues such as the dynamics of the core, accreditation and course demand. He added that several faculty spoke to issues such as core course approval and the university governance system. Ron did state the committee was reassured in regard to specifics concerning the Writing Intensive requirement and the upper-level component. He added that based on legislation passed last year, a proposal would be forthcoming to address the requirement of American History. Ron Daniel stated it will be our expectation that students will enter Virginia Tech with such competencies, but when that is not the case, procedures will be in place to allow all students the opportunity to fulfill the requirement. He noted that several avenues have been discussed on how this requirement might be completed. They include, but are not limited to, Advanced Placement, Transfer Credit and On-line courses. During a short discussion, questions were raised as to how other state schools are addressing the issue or if the Standards of Learning would have any effect on the legislation and/or requirement. Ron Daniel noted that five consequences concerning the History requirement were presented to the committee, with one being the contradiction of imposing additional requirements while being asked to reduce degree hours. He noted this is especially true for degrees which currently have little or no flexibility for elective credits to be taken. Ron Daniel added he would provide the wording of the resolution as passed by the Legislature at the next meeting. He asked that any comments or suggestions in regard to this issue be forwarded to him or David Ford.

The meeting was adjourned at 4:15 p.m.

Respectfully submitted,

Steven Wilson
Assistant to the University Registrar

MINUTES

Commission on Undergraduate Studies and Policies
President's Boardroom
March 22, 1999

Present: Dr. Jay Sullivan, Acting Chair; Dr.'s Ellie Sturgis for Robert Bates, Gregory Brown, Michael Denbow, Alan Heath, Janet Johnson, Professor Robert Dunay for Paul Knox; David Ford for Peggy Meszaros, Charles Nunnally, Norrine Bailey Spencer for Richard Sorensen, Bevlee Watford for F.W. Stephenson, John White for L.A. Swiger, Shep Zedaker; Susan Ariew, Newman Library; Brian Miller for Leah Davenport, SGA; Suzi Figueira, SGA; Janet Francis, Staff Senate; Elaine Matuszek, CAPFA; Melissa Smarr for Amanda Rich, Honor System; Professor Steve Thompson.

Absent: Dr.'s, John L. Eaton, Doris Kincade, Robert Tracy, James Yardley; Professor Ron Daniel; Amanda Kirpitch, SGA; Jon McGurn, SGA/AA

Visitors: Dr. Bill Claus, Wanda Hankins Dean, Dr. Leon Geyer, Dr. Roy Kirkpatrick, Dr. Mary Ann Lewis, Dr. Albert Moyer, Dr. Kerry Redican, Steven Wilson

Call to Order and Announcements

Dr. Jay Sullivan called the meeting to order at 3:04 p. m.

The Agenda was approved as amended.

The Minutes of February 22, 1999 were approved with corrections

Resolution 1998-1999A., Revision to Academic Eligibility Policy

Dr. John White, Chair of the Academic Eligibility Ad-hoc Committee, presented the resolution for Second Reading. Motion was made and seconded to approve the resolution as presented. No objections to the resolution as presented were made. The motion was unanimously approved.

Resolution 1998-199B., Resolution on United States History

Dr. Bill Claus, Chair of the University Core Curriculum Committee, presented the resolution for First Reading. He stated it was the hope of the committee that the resolution will be approved so that it may be presented to the Board of Visitors in April. Dr. Claus noted the resolution has attempted to address legislation passed last year by the General Assembly, which requires all state universities to incorporate the History requirement into bachelor's degree requirements. During discussion, it was noted that the resolution speaks to specified standards for competency, but does not identify those standards. Dr. Claus stated the intent was to leave those standards "open-ended" so as to allow as much flexibility as possible. It was also noted that the completion of this requirement might, in some instances, be above the total number of hours required for degree completion. Several members voiced concerns that the resolution was being pushed upon the university community "from the top down". Dr. Janet Johnson, Dean of the College of Human Resources, stated they are correct, in that it did come from the top, the General Assembly, our funding agency. She added that during the last Board of Visitors meeting, they were pleased to see we have not mandated a requirement, but are pursuing alternative methods for compliance with the legislation. The motion was made and seconded to waive first reading of the resolution. The motion was approved, with one dissenting vote.

The motion was then made and seconded to approve the resolution for second reading. It was suggested the resolution be amended by removing the

statement "Whereas, the faculty governance leaders of Virginia Tech concur with the spirit of the Virginia Tech plan and endorse the following resolution". Suggested additions to the resolution were to add the phrase "approved through the university governance system" after "at or above specified standards" in the second paragraph beginning with "That, all entering students at Virginia Tech..", and in the last bulleted option of the resolution which begins "other course options developed by Virginia Tech". The final suggested change was to replace all references of United States History to American History. Dr. Albert Moyer, Chair of the History Department, stated the department supports the resolution, adding it will allow the time to develop and implement the requirement by August 2001.. The motion was made and seconded to approve the resolution, as amended, for second reading. The motion was unanimously approved.

Resolution 1998-1999C., Revision to the Freshman Rule Policy

Dr. Roy Kirkpatrick, Associate Dean for Forestry and Wildlife Resources, presented the resolution for First Reading. Wanda Hankins Dean, University Registrar, requested clarification on two points, the first that this policy would replace the current Freshman Rule policy and the second that students may only apply the policy to courses in which they are currently enrolled. Dr. Kirkpatrick stated this proposed policy would replace the current Freshman Rule policy and that it would be applicable only to courses in which a student is currently enrolled. Wanda noted the requested effective date of First Summer 1999 could not be accommodated by the current student system, adding the soonest implementation would be possible is First Summer 2000 with the start of Banner. Dr. Charles Nunnally voiced concern that system changes would be delayed until Summer 2000. Wanda replied that the Provost had stipulated over one year ago, that no changes would be made to the current system until Banner was implemented, and any requested changes prior to that implementation must include a financial impact statement prior to forwarding further through governance. During discussion, several members noted that their respective colleges are not in support of any academic relief policy.

Resolution 1998-1999D. Revision to Transfer Credit, Advanced Placement and Advanced Standing

Dr. Norrine Bailey Spencer, Associate Dean for Pamplin College of Business, presented the resolution for First Reading. She noted the proposed resolution removes the limits on such credits as stipulated under the current policy, and follows the basic guidelines as established by current state and/or university policy(s). Dr. Spencer added it would also allow more departmental control in the awarding of credit(s). In addition, she stated the proposal calls for the University Registrar to maintain equivalency tables for the Virginia Community College System and our "feeder" schools of transfer credits, Advanced Placement scores, College Level Examination Program (CLEP) tests and the International Baccalaureate. In addition, the University Registrar will implement a centralized evaluation system of transfer credits from the Virginia Community College System and Richard Bland College.

Name Change for the College of Forestry and Wildlife Resources

Dr. Greg Brown, Dean of the College, stated the process of the change began almost three years ago. He indicated that the requested change to "College of Natural Resources" is more reflective of the overall mission of the college, will allow for more recognition of the programs, and broaden the perceptions and scope of the college mission. Dr. Brown stated the name change would not affect the current degree titles or accreditation of the college. Motion was made and seconded to endorse the name change as presented. The motion was unanimously approved.

Reports from Commission Sub-Committees

Committee on Undergraduate Curricula

Dr. Charles Nunnally, presented the March 22, 1999 report for approval. He noted that one course, FIN 4014, would be presented for second reading at the April 12th meeting of the commission as it did not receive unanimous approval. Motion was made and seconded to approve those items from the report "for First and Second Reading". The motion was unanimously approved.

For " First and Second Reading"

Unanimous approval

Courses Approved for First Summer 1999

BSE	4004	Instrumentation and Experimental Mechanics new
ESM	4004	Instrumentation and Experimental Mechanics (ESM = Hone new
Dept)		
EDCI	4124	Psychological Foundations of Education for Preservice new
Teachers		
EDPE	2404	Teaching Fitness in the Schools new
EDPE	2414	Scientific Foundations of Human Movement new
HNFE	4134	Experiential Approach to Nutrition Therapy new
HTM	4464	Resources in the Hospitality Industry revised

Checksheets, Options and Concentrations

Business Education Checksheet, Graduating Class of 2000 (Spring 2000 - Fall 2000)

Business Education Checksheet, V-22 Option, Graduating Class of 2000 (Spring 2000 - Fall 2000)

Marketing Education Checksheet, Graduating Class of 2000 (Spring 2000 - Fall 2000)

Marketing Education Checksheet, V-22 Option, Graduating Class of 2000 (Spring 2000 - Fall 2000)

Vocational and Industrial Education Checksheet, Graduating Class of 2000

V-22 Option (Spring 2000 - Fall 2000)

NOCTI Option (Spring 2000 - Fall 2000)

Fisheries Science Checksheet, Major, Graduating Class of 2001 (Spring 2001 - Fall 2001)

Wildlife Science Checksheet, Major, Graduating Class of 2001 (Spring 2001 - Fall 2001)

Forestry Checksheet, Major, Graduating Class of 2001 (Spring 2001 - Fall 2001)

Forest Resource Management Option

Environmental Resource Management Option

Industrial Forestry Operations Option

Forestry Checksheet, Minor, Graduating Class of 2001 (Spring 2001 - Fall 2001)

Natural Resources Recreation Checksheet, Major, Graduating Class of 2001 (Spring 2001 - Fall 2001)

Natural Resources Recreation Checksheet, Minor, Graduating Class of 2001 (Spring 2001 - Fall 2001)

Wood Science and Forest Products Checksheet, Major, Graduating Class of

2001 (Spring 2001 - Fall 2001)

Forest Products Marketing and Management Option

Wood Products Option

Wood Science and Forest Products Checksheet, Minor, Graduating Class of
2001 (Spring 2001 - Fall 2001)

Other Actions

Restructuring of Undergraduate Programs

Fisheries Science Major, effective for students graduating Spring
2001 and
thereafter

Wildlife Science Major, effective for students graduating Spring
2001 and
thereafter

Forestry Major, effective for students graduating Spring 2001 and
thereafter

Forest Resource Management Option, effective for students graduating Spring
2001 and thereafter

Environmental Resource Management Option

Industrial Forestry Operations Option

Forestry Minor, effective for students graduating Spring 2001 and
thereafter

Natural Resources Recreation Major, effective for students graduating
Spring 2001 and thereafter

Natural Resources Recreation Minor, effective for students graduating
Spring 2001 and thereafter

Wood Science and Forest Products Major, effective for students graduating
Spring 2001 and thereafter

Forest Products Marketing and Management Option

Wood Products Option

Wood Science and Forest Products Minor, effective for students graduating
Spring 2001 and thereafter

Courses to be Deleted

BSE 3144 Instrumentation and Controls for Biological Systems

Reports from Standing Committees

Committee on Academic Support

Dr. Michael Denbow, Chair, presented the minutes of March 12, 1999 for acceptance. He reported these minutes include Academic Calendars for 2002/2003 and 2003/2004. Dr. Denbow noted the committee would continue to review the fall break issue and calendar criteria, adding the calendars included with the minutes follow the current established criteria. Motion was made and seconded to accept the minutes as presented. The motion was unanimously approved.

University Core Curriculum Committee

Dr. Bill Claus, Chair, presented the minutes of October 29, 1998 for acceptance. Motion was made and seconded to accept the minutes as presented. The motion was unanimously approved. Dr. Claus then presented

the report of October 29, 1998 for approval. Motion was made and seconded to approve the report as presented. The motion was unanimously approved.

Report of the University Core Curriculum Committee
October 29, 1998

Courses APPROVED effective Fall 1998:

UAP 3014, Urban Policy & Planning, Area I (WI)
UAP/PSCI 3714, United States Policy Process, Area I (WI)
PSCI 2024, Political Science Research Methods, Area I (WI)

Courses APPROVED effective Spring 1999:

CEE 4544, Applied Geotechnical Engineering, Area I (WI)
CEE 4614, Advanced CEE Materials, Area I (WI)
CEE 4984, Special Study: Experiential Environmental Engineering,
Area I (WI)
CEE 4144, Air Resources Engineering, Area I (WI)

Dr. Claus presented the minutes of February 25, 1999 for acceptance. Motion was made and seconded to accept the minutes as presented. The motion was unanimously approved. Dr. Claus then presented the report of February 29, 1999 for approval. Motion was made and seconded to approve the report as presented. The motion was unanimously approved.

Report of the University Core Curriculum Committee
October 29, 1998

Courses APPROVED effective Fall 1999:

ENGL 3764, Technical Writing, Area I (WI)

Dr. Claus presented the minutes of March 4, 1999 for acceptance. He stated the minutes include approval by the UCC of the Special Study (X984) Course Approval Policy, which had been distributed for review. During discussion, it was noted that departments offering the courses should be responsible for the dissemination and accuracy of information on these courses. Dr. Claus stated that any course approved by the committee for approval would also appear in the report presented to the commission for final approval. Wanda Hankins Dean stated this policy should be wed with the current policy on special study courses. Motion was made and seconded to accept the minutes, with proposal, as presented. The motion was unanimously approved.

University Library Committee

Susan Arieu presented the February 24, 1999 minutes for acceptance. No discussion took place concerning the minutes. Motion was made and seconded to accept the minutes as presented. The motion was unanimously approved.

Other Business

Dr. Charles Nunnally presented a request for the posthumous awarding of the Bachelor of Science, Major-Electrical Engineering, to Patrick K. Coleman. The requested date of the awarding of the degree, with the appropriate levels of distinction is Spring 1999. Motion was made and seconded to approve the request as presented. The motion was unanimously approved.

The meeting was adjourned at 4:47 p.m.

Respectfully submitted,

Steven Wilson
Assistant to the University Registrar

MINUTES

Commission on Undergraduate Studies and Policies

President's Boardroom

April 12, 1999

Present: Dr. Robert Tracy, Chair; Dr. Ellie Sturgis for Robert Bates, Roy Kirkpatrick for Gregory Brown, Michael Denbow, Alan Heath, Mary Ann Lewis for Janet Johnson, Doris Kincade, Max Stephenson for Paul Knox; David Ford for Peggy Meszaros, Charles Nunnally, Norrine Bailey Spencer for Richard Sorensen, Beville Watford for F.W. Stephenson, James Yardley; Susan Ariew, Newman Library; Brian Miller for Leah Davenport, SGA; Suzi Figehra, SGA; Janet Francis, Staff Senate; Elaine Matuszek, CAPFA; Professor Ron Daniel, Associate Provost; Professor Steve Thompson.

Absent: Dr.'s, John L. Eaton, Jay Sullivan, L.A. Swiger, Shep Zedaker; Amanda Kirpitch, SGA; Jon McGurn, SGA/AA; Amanda Rich, Honor System

Visitors: Dr. Bill Claus, Dr. Robert Hendricks, Dr. Eric Pappas, Dr. Barbara Pendergrass, Karen Torgersen, Steven Wilson

Call to Order and Announcements

Dr. Robert Tracy called the meeting to order at 3:06 p. m.

The Agenda was approved as amended.

The Minutes of March 22, 1999 were approved as distributed.

Resolution 1998-1999C., Revision to the Freshman Rule Policy

Dr. Max Stephenson, Associate Dean for Architecture and Urban Studies, presented the resolution for Second Reading. Motion was made and seconded to approve the resolution as presented. Dr. Stephenson stated the commission must address timing issues in regard to implementation of both the revised policy and Banner. He added that with this in mind, we would be unable to implement until First Summer 2000. Motion was made and seconded to amend the resolution with the change of effective date to First Summer 2000. No objections were made to the amendment. The motion was unanimously approved. During discussion it was noted the policy will place responsibility and decision making with the student, and that any consequences of the policy, for which a "W" will appear on the academic transcript, will have to be addressed by the student. Motion was made and seconded to amend the resolution with removal of the statement "This option may be used to avert potential academic eligibility sanctions." No objections were made to the amendment. The motion was unanimously approved. The motion was then made and seconded to amend the resolution with removal of the statement "Students must formally request to drop a course by the last regular day of classes in the semester in which they are enrolled in it." The motion failed. Motion was then made and seconded to approve the resolution, as amended. No objections were made to the resolution as amended. The motion was unanimously approved.

Resolution 1998-1999D. Revision to Transfer Credit, Advanced Placement and Advanced Standing Policy

Dr. Norrine Bailey Spencer, Associate Dean for R.B. Pamplin College of Business, presented the resolution for Second Reading. She noted the proposed resolution calls for immediate implementation. Motion was made and seconded to approve the resolution as presented. It was noted that minor editorial changes be made in the seventh "Whereas" statement on page one, and the third "bullet" statement which begins "The amount of credit and the required scores" on page two of the resolution. Motion was made and

seconded to approve the amendments. No objections were made to these minor amendments. The motion was unanimously approved. Motion was then made and seconded to approve the resolution as amended. No objections were made to the resolution, as amended. The motion was unanimously approved.

Reports from Commission Sub-Committees

Committee on Undergraduate Curricula

Professor Steve Thompson presented the April 12, 1999 report for approval. Motion was made and seconded to approve those items from the report "for Second Reading" and "for First and Second Reading". The motion was unanimously approved.

For "Second Reading"

Courses Approved for Fall 1999

FIN 4014 Internet, Electronic and Online Law new

For "First and Second Reading"

Unanimous approval

Courses Approved for Fall 1999

ECPE 3504 Digital Design I new

HD 2224 Middle Childhood revised

IDST/BLST 1814 Introduction to African Studies new

(IDST is Home Department)

MATH 1535, 1536 Geometry and Mathematics of Design new

MGT/MKTG 4074 Community Service Through Small Business Consulting revised

(MGT is Home Department)

MGT 4334 Ethical Leadership and Corporate Social Responsibility revised

MGT 4354 Leadership: Advances in Skills and Concepts new

STAT 3704 Statistics for Engineering Applications new

Courses Approved for Spring 2000

CHEM 4524 Identification of Organic Compounds revised

Checksheets, Options and Concentrations

Business Concentration in Leadership Checksheet, Graduating Class of 2001
(Spring 2001 Fall 2001)

Family and Child Development Checksheet, Major, Graduating Class of 2001
(Spring 2001 Fall 2001)

Early Childhood Education Option

Interdisciplinary Studies Checksheet, Major, Graduating Class of 2001 (Spring 2001-Fall 2001)

And Graduating Class of 2002 (Spring 2002-Fall 2002)

Other Actions

Business Concentration in Leadership, University Concentration, to be administered by the Department of Management, Pamplin College of Business, BCL Transcript Designator, Concentration to print on academic record, Graduating Class of 2001 (Spring 2001 Fall 2001)

Reports from Standing Committees

University Athletic Committee

Dr. Norrine Bailey Spencer presented the minutes of February 16, 1999 for acceptance. She noted the HEAT Lab, formerly known as the A-Tech Lab, continues to receive heavy usage with over 4500 person-hours logged for the Fall 1998 semester. Motion was made and seconded to accept the minutes as presented. The motion was unanimously approved.

University Core Curriculum Committee

Dr. Bill Claus, Chair, presented the minutes of March 25, 1999 for acceptance. Motion was made and seconded to accept the minutes as presented. The motion was unanimously approved. Dr. Claus then presented the reports of March 25, 1999 and April 6, 1999 for approval. Motion was made and seconded to approve the reports as presented. The motion was unanimously approved.

Report of the University Core Curriculum Committee March 25, 1999

Courses APPROVED effective Spring 1996

ISE 3014, Work Measurement and Methods Engineering, Area 1 (WI)

ISE 3414, Probabilistic Operations Research, Area 1 (WI)

Courses APPROVED effective Fall 1996

ISE 3624, Work Design, Area 1 (WI)

Courses APPROVED effective Spring 1999

UAP 4263, Environmental Ethics and Policy, Area 1 (WI) and Area 2

Courses APPROVED effective Fall 1999:

ACIS 4004, Accounting Policy, Area 1 (WI)

ACIS 4524, Applied Software Development Project, Area 1 (WI)

GER 4154, Advanced Composition and Stylistics, Area 1 (WI)

HUM/COMM 3204, Multicultural Communication, Area 7

MinE 4535 - 4536, Senior Design Project, Area 1 (WI)

PHYS 2074, Highlights of Contemporary Physics, Area 7

Courses APPROVED effective Spring 2000

RUS/HUM 2734, Russian Culture and Civilization, Area 7

REPORT OF THE UNIVERSITY CORE CURRICULUM COMMITTEE

April 6, 1999

The following course proposals were distributed to UCCC members at the March 25th meeting. First Reading was made by the Proposal Review Group (and other UCCC members who wished to respond). The Proposal Review Group voted (by e-mail) to approve these five courses (listed below) for first reading on March 31st.

It was the wish of the UCCC to act upon these five courses, so that we could send our recommendation to the CUSP for their action prior to the end of spring semester.

After consulting with the Proposal Review Group members, the Group Convener (Bill Cox) moved on April 5th to approve these courses for second reading. This motion was seconded by the UCCC Chair (Bill Claus), and the Chair electronically sent this motion to all UCCC members and asked for their vote by e-mail not later than 5:00pm on April 6, 1999. The vote to approve of each of these five courses was unanimous.

Please note that the UCCC does not have minutes for their deliberation and subsequent votes for approval because all were done electronically by e-mail.

Courses APPROVED effective Spring 1999

BC 4434, Construction Practice 1, Area 1 (WI)

Courses APPROVED effective Fall 1999:

ECON 4136, International Economics, Area 7

FR 4154, French for Writing Proficiency, Area 1 (WI)

MUS 1005 - 1006, Theory / Fundamentals, Area 2

Dr. Claus reported that in Fall 1996, the Department of Materials Science and Engineering presented a proposal for MSE 4894, Writing Portfolio, to complete the Writing Intensive requirement. At that time, UCC provided temporary approval for two years, pending a review of the proposal. At this time, the report has been received and reviewed by the UCC and has received their approval. Motion was made and seconded to provide final approval to the course for completion of the WI requirement. No objections were made to the proposal. The motion was unanimously approved.

Policy for Management of University Centers

Dr. David Ford, Vice Provost for Academic Affairs, provided handouts for the creation and management of centers. He stated that while ultimate responsibility resides with the Provost, each Vice Provost has been assigned responsibility for those centers that fall under their respective areas, which include instruction, research and outreach. Dr. Ford asked that a sub-committee be formed to assist him in drafting administrative process and review policy for those that fall under his purview. He noted a draft document is available which may assist the sub-committee in this process. Dr. Ford requested that volunteers or appointees be named to the sub-committee at the April 26 meeting of the Commission.

Other Business

Dr. Robert Tracy reported that terms or appointments are expiring for CUSP representatives to the University Athletic Committee, the Commencement Committee and the Committee on Academic Support. He noted the representative to Academic Support must be an elected faculty member to the Commission. He asked that volunteers for these appointments come forward at the April 26 meeting of the Commission. Dr. Tracy also update the commission on the status of CUSP resolutions under consideration by University Council.

The meeting was adjourned at 4:12 p.m.

Respectfully submitted,

Steven Wilson
Assistant to the University Registrar

MINUTES

Commission on Undergraduate Studies and Policies

President's Boardroom

April 26, 1999

Present: Dr. Robert Tracy, Chair; Dr. 's Ellie Sturgis for Robert Bates, Roy Kirkpatrick for Gregory Brown, Alan Heath, Mary Ann Lewis for Janet Johnson, Doris Kincade, David Ford for Peggy Meszaros, Charles Nunnally, Norrine Bailey Spencer for Richard Sorensen, Bevlee Watford for F.W. Stephenson, Jay Sullivan, John White for L.A. Swiger; Susan Ariew, Newman Library; Brian Miller for Leah Davenport, SGA; Suzi Figehra, SGA; Janet Francis, Staff Senate; Elaine Matuszek, CAPFA; Professor Ron Daniel, Associate Provost; Professor Steve Thompson; Melissa Smarr for Amanda Rich, Honor System

Absent: Dr.'s, Michael Denbow, John L. Eaton, Paul Knox, James Yardley, Shep Zedaker; Amanda Kirpitch, SGA; Jon McGurn, SGA/AA;

Visitors: Dr. Barbara Pendergrass, Steven Wilson

Call to Order and Announcements

Dr. Robert Tracy called the meeting to order at 3:03 p. m.

The Agenda was approved as distributed.

The Minutes of April 12, 1999 were approved as distributed.

Reports from Commission Sub-Committees

Committee on Undergraduate Curricula

Dr. Jay Sullivan presented the April 26, 1999 report for approval. Motion was made and seconded to waive "First Reading" of the items presented. It was noted that only one vote of opposition was registered for each item and that waiver of "First Reading" would allow the respective colleges and departments to move forward with offerings. Motion to waive was unanimously approved. Motion was then made and seconded to approve the report, as amended, "for First and Second Reading". The motion was unanimously approved.

For "First and Second Reading"

Unanimous approval

Courses Approved for Fall 1999

AT	0134		Introduction to Agribusiness
		new	
AT	0234		Agribusiness Management I
		new	
AT	0264		Marketing Agricultural Commodities
		new	
AT	0294		Livestock Merchandising
		new	
AT	0344		Agribusiness Management II
		revised	
AT	0444		Agribusiness Management III
		new	
CEE	2804		Introduction to Civil and Environmental
Engineering		new	
CEE	2814		Civil and Environmental Engineering

Measurements		new	
CEE	3304		Fluid Mechanics for Civil and Environmental
Engineering		revised	
CEE	3314		Water Resources Engineering
		revised	
CEE	3804		Computer Applications for Civil and
Environmental Engineering		new	
CEE	4024		Construction Control Techniques
		new	
CEE	4044		Construction Research Topics
		new	
CEE	4074		Construction Engineering: Means and Methods
		new	
CEE	4084		Green Engineering: Analysis of Constructed
Facilities		new	
CEE	4554		Natural Disaster Mitigation and Recovery
		new	
CEE	4614		Advanced Structural Concretes
		revised	
CEE	4804		Professional and Legal Issues in
Engineering		revised	
CEE	4814		Analysis of Infrastructure Systems
		new	
COMM	2024		Media Writing
		revised	
COMM	2074		Introduction to Mass Communication
		new	
COMM	3144		Advanced Media Writing
		revised	
CS	4234		Parallel Computation
		revised	
CS	4244		World Wide Web: The Underlying Technology
		new	
DASC	4475-4476		Dairy Enterprise Management
		revised	
ECPE	4654		DSP Implementation of Communication Systems
		new	
EF	2414		Advanced Engineering Problem Solving with
C++		new	
FST	4214		Muscle Foods Processing
		new	
HIST	2104		Critical Issues in American History
		new	
LDRS	1015-1016		Exploring Citizen Leadership
		new	
ME	2124		Introduction to Thermal and Fluids
Engineering		new	
ME	3124		Thermodynamics
		new	
ME	3514		System Dynamics
		new	
SPAN	1114		Accelerated Elementary Spanish
		new	

Courses Approved for Spring 2000

CS	3704	Intermediate Software Design and
Engineering		new
CS	4254	Computer Network Architecture and
Programming		new

Courses Approved for Fall 2000

ME	4015-4016	Engineering Design and Project
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revised

Checksheets, Options and Concentrations

Agricultural Technology Checksheets, Graduating Class of 2001 (Spring 2001 - Fall 2001) new

Agricultural Business Option
Animal Agriculture Option
Crop Production Option
Landscape and Turf Management Option

University Concentration in International Agriculture Checksheet,
Graduating Class of 2001
(Spring 2001 - Fall 2001) new

Civil and Environmental Engineering Checksheets, Major, Graduating Class of 2001
(Spring 2001 - Fall 2001) new

General Civil Engineering Track (option)
Environmental and Water Resources Track (option)
Infrastructure Systems Track (option)
Structures, Foundations and Construction Track (option)

Communication Studies Checksheet, Minor, Graduating Class of 2000
(Spring 2000 - Fall 2000) new

Family and Child Development Checksheet, Major, Graduating Class of 2001
(Spring 2001 - Fall 2001)
Human Services Option new

Mechanical Engineering Checksheet, Major, Graduating Class of 2001 (Spring 2001 - Fall 2001) new

Cross-Curriculum Options for ALL Majors in the College of Architecture and Urban Studies (Architecture, Building Construction, Environmental Policy and Planning, Industrial Design, Landscape Architecture, Public and Urban Affairs), Effective date for Graduating Class of 2000 new

Land Development Option (LD)
Sustainability Option (SUS)
Urban Design Option (UD)

Other Actions

Request to establish LDRS Course Designator for Leadership, to be administered by Center for Interdisciplinary Studies, Effective Fall 1999

Department of Chemistry, Request to allow 60 hours of CHEM courses toward degree requirements
Effective for First Summer 1999 graduates

Courses to be Deleted

AT	0174	Introduction to Agribusiness
AT	0204	Agribusiness Management I
CEE	2214	Surveying
CEE	5014	Construction Control Techniques
COMM	3164	Copy Editing

Reports from Standing Committees

University Athletic Committee

Dr. Norrine Bailey Spencer presented the minutes of March 24, 1999 for acceptance. She noted the minutes reflect a discussion of the financial report and the Gender Equity Goals and Objectives. In regard to an inquiry concerning parking fees for athletic events, Norrine Bailey Spencer noted the committee was informed but had no involvement in the decision. No objections were made to the minutes as presented. Motion was made and seconded to accept the minutes as presented. The motion was unanimously approved.

Other Business

Dr. Robert Tracy reported that terms or appointments are expiring for CUSP representatives to the University Athletic Committee, the Commencement Committee, the Committee on Academic Support and the University Core Curriculum Committee. He noted the representative to Academic Support must be an elected faculty member to the Commission. As no volunteers have offered to serve, Norrine Bailey Spencer agreed to continue as representative to the University Athletic Committee and Steve Thompson will continue on the Commencement Committee. Ellie Sturgis agreed to continue to serve on the UCC during the summer. Nominations and elections of representatives for the Committee on Academic Support and the University Core Curriculum Committee were deferred to next year.

Dr. Tracy reported that Resolution 98-99A, Academic Eligibility, was approved for second reading by University Council on April 19th. He added that Resolution 98-99B., American History was also approved on the 19th, by a 22 to 21 vote. Professor Ron Daniel stated the resolution was presented this morning to the Board of Visitors and was passed with minor modifications. Dr. Tracy added the resolutions on the change to the Freshman Rule, 98-99C., and the Transfer Credit, Advanced Placement, Advanced Standing, 98-99D. will be presented to University Council for second reading on May 3rd. He noted University Council also approved the name change for the College of Forestry and Wildlife Resources to Natural Resources at the April 19th meeting. Dr. David Ford noted the Board of Visitors also approved this action.

Dr. Tracy stated electronic approval of the minutes would be required as submission of the minutes will be required to University Council for the May 3rd meeting. He stated they would be distributed by Tuesday afternoon for approval. He also thanked the membership of the commission for their service over the year and turned the gavel over to Dr. Jay Sullivan, chair-elect for the upcoming year.

The meeting was adjourned at 4:32 p.m.

Respectfully submitted,

Steven Wilson
Assistant to the University Registrar