

approved 6-6-83

MINUTES

COMMISSION ON UNDERGRADUATE STUDIES

May 9, 1983

Board Room - Library

PRESENT: Dr. Perry, Acting Chairman; Deans Bonham, Ford, Gray, Green, Lewis (for Harris), Simutis and Wall; Senators Barnett, Cook and Yongue; Professors Beams, Krebs, Lovingood, Parrish, Riess and Rosenberry; Student Representatives Blouch, Forbes and McClain.

ABSENT: Dr. Hall; Dr. Phlegar; Prof. Sherman; Student Representative Phillips.

VISITOR: Dr. E. W. Carson.

1. Dr. John Perry convened the meeting in place of Dr. Hall who had a conflicting obligation.

Dr. Perry announced that the meeting of May 23 would be in the old location, the Board Room in Burruss Hall.

Dr. Perry reported on University Council consideration of the legislation on prerequisites approved by the Commission. Members of the Council had raised two questions about the proposal. First, would it be appropriate to remove credit for a course taken without the proper prerequisites after the course had been completed? Relatedly, should there be a deadline by which students without the prerequisites would be dropped from a course? The second question from Council concerned the instruction in the legislation to the effect that instructors should require students to sign statements indicating that they had completed prerequisite courses. The issue is whether the instruction is mandatory, that instructors must obtain such statements. After discussion of the first point, it became clear that members of the Commission were in disagreement as to how to respond to the Council's inquiries. Dr. Perry then indicated that he would ask the Council to return the proposal to the Commission for further consideration. An informal poll of the Commission showed support for that action and no opposition to it. In response to a question, Dr. Perry said that he would, by memorandum, request that departments review their prerequisites and make any desired changes by January 1, 1984. The objective of this action is to have the correct information appear in the next edition of the University Catalog. Since it does not constitute a policy change, no legislation is necessary to accomplish this task.

Dr. Perry consulted the Commission about a letter from the College of Human Resources requesting a change in the title of an option as well as several changes in course titles, numbers, and/or descriptions. The item was added to the agenda at an appropriate location.

Dr. Perry announced to the Commission that an agreement had been reached between the Agronomy and Geography Departments resolving a question about course duplication. After a brief discussion, this item too was added to the agenda.

Dr. Perry announced that the Scholarship Committee had reconsidered the eligibility statement which the Commission had approved. Somewhat reluctantly, the Committee redefined eligibility for retention of a scholarship as eligibility to return to school instead of the 2.0 QCA originally proposed.

2. The agenda was amended to include the request from Human Resources and the course duplication issue involving Agronomy and Geography and, as amended, was adopted.
3. The minutes of the meeting of April 11 were amended to add to the list of approved changes in courses and options, the establishment of an option in Accounting to be named Accounting Information Systems. This information appears elsewhere in the minutes but will be added to the list of approvals. The minutes were further amended to show that EUS 1020, not EUS 1010, would be dropped upon approval of EUS 2020. The minutes were further amended to correct an error in the admissions requirements legislation that incorrectly stated the hours during which the Admissions Office is open. As amended, the minutes were approved.

4. Course Proposals

Dean Green moved the adoption of the report of the Subcommittee on Course Proposals. The motion was seconded and adopted.

ARTS AND SCIENCES

ENGL 3110 - Women and Literature (3H,3C). New course.  
LASC 2000 - Research Strategies and Library Resources (3H,3C). Change in hours and credits.

ENGINEERING

MatE 2050 - Ores and Ceramics (2H,3L,3C). Change in number. Drop MatE 3130.

Dr. Perry read the list of changes requested by the College of Human Resources. All involve the option in the Hotel, Restaurant, and Institutional Management Division:

- \* HNF 4420 - Computers in Food Service Administration  
change to:  
Computers in Hotel, Restaurant and Institutional Management
- \* HNF 4430 - Cost Controls in Food Service  
change to:  
Cost Controls in Hotel, Restaurant and Institutional Management
- HNF 4440 - Legal Aspects of Hotel, Restaurant, and Institutional Management

\*\* Laws and regulations which exert control on the (~~food service and lodging management~~) hospitality industry. Focus on preventive legal management with major emphasis on recent litigation. PRE: FIN 3051 (3H,3C).

HNF 4450 - Hospitality Industry Marketing  
change to:  
Hotel, Restaurant and Institutional Marketing Management

HNF 4460 - Maintenance Management for Food Service and Lodging Facilities  
change to:  
Maintenance Management for Hospitality Facilities

HNF 4470 - Lodging Management  
change to:  
Hotel Operations Management

\*\* Functions of management as applied to the (~~lodging~~) hotel industry including front office management, housekeeping, sales and marketing, engineering and maintenance, and food beverage operations. PRE: 3412; FIN 3101; MGT 3300. (3H,6L,5C).

\*\*\* --- 4960 - Practicum  
change to:  
Field Study

\* May be taken for graduate credit

\*\* Old form in ( ), substitution is underlined

\*\*\* Change title of all 4960 courses in Human Resources (CT, FCD, HIDM, HNF) to correspond to official title used by other departments on campus.

A motion was made and seconded to approve the requested changes without referring them to the Subcommittee on Course Proposals. The motion passed with the Chair noting that the Commission did not establish a precedent in this unusual case and that all requests for changes in number, title, Catalog description, or options must be brought to the Commission through its Subcommittee on Course Proposals.

Dr. Perry then raised the question of the duplication of AGRN 2000 and GEOG 3060. He reported that the departments involved had negotiated a solution to the problem with the assistance of Dr. Hall, and asked that the Commission consent to a change in Catalog descriptions. The change would add language to both Catalog descriptions indicating that credit for one course precluded obtaining credit for the other course. A motion to approve the change was made and seconded.

During discussion, it became clear that neither department had consulted their dean's office about the duplication problem. Dean Green indicated his opposition to the proposed resolution and reminded the Commission that it had adopted guidelines for use in this type of situation. Dr. Perry asked that the motion be withdrawn and that the matter be referred to the respective deans for resolution.

5. Faculty Authored Texts

Dr. Barnett moved the adoption of the Subcommittee report. The motion was seconded and adopted.

ARTS AND SCIENCES

For four-year approval

Schulman, A. H., R. K. Ax, and A. G. Lewandowski. Experiencing Psychology, Ginn Custom Publishing, 1982. (For use in Introductory Psychology 2000, fall 1983.)

Robinson, Edwin S. Basic Physical Geology, John Wiley and Sons, 2/1982. (For use in Geology 2030, fall 1983.)

Walpole, R. E. and Myers, R. H. Probability and Statistics for Engineers and Scientists, MacMillan - 2nd Edition, 1978. (For use in Statistics 4151-4153, fall 1983.)

ENGINEERING

For four-year approval

Salvadori, Mario (Columbia Univ.) and Robert A. Heller, Structure in Architecture, The Building of Buildings, Prentice Hall, NJ, 2nd Ed., 1976. (For use in 2701-2702 - Statics & Strength of Materials, currently in use.)

For one-year approval

VanLandingham, H. F. Introduction to Digital Control, Macmillan, 1984. (For use in EE 4403, spring 1983.)

Pratt, T. and C. W. Bostian. Satellite Communications, not yet selected. (For use in EE 4650 - Satellite Communications, spring 1983.)

6. Credit by Examination

Dr. Perry asked Dr. Riess who chaired the Subcommittee on Credit By Examination to present the preliminary report which was circulated to the Commission with the agenda for the meeting. Dr. Riess reported that as a result of the Subcommittee's investigation, there was no need to make major changes in the system. The Subcommittee made three recommendations for clarification and minor changes in the Catalog description of the Credit by Examination policy. Each was discussed in turn by the Commission and questions raised for further Subcommittee consideration. Dr. Perry concluded the discussion by noting that the preliminary report was generally supported by the Commission and that the Subcommittee should return with specific recommendations for legislation.

7. Drop/Add Policy Experience

Dr. Perry introduced Assistant Provost E. W. Carson who led the discussion of the data circulated to the Commission with the agenda. Dr. Carson concluded that the reduction in the number of drop/add transactions was a function of the elimination of the schedule conflict resolution period and enforcement of the rule restricting terminal access on check-in day to students with incomplete class tickets. The reduction in the number of purged courses in 1982-83 compared with 1981-82 he attributed to the increase in the late payment fee from \$10 to \$25.

Dr. Carson announced that several ideas for further improving the system were in various stages of development. By next fall, he hopes to be using a reformatted Op-Scan for registration that will include the student's current schedule. The student will then be able to identify errors without being instructed to do so by the Registrar. Another possible change, at some undetermined point in the future, would allow a student to designate an alternate class that would be scheduled if another requested class was full or cancelled. Finally, Dr. Carson indicated that consideration of changes in the purge process was underway.

Discussion focused on the purge. Dr. Barnett inquired about the reason for having a purge and for scheduling it as early as is now done. Dean Green asked if the block imposed for nonpayment of fees could be a "soft" block such that when the fees were paid, the student's class ticket would be valid. Meanwhile, the student's registration would be included in class enrollment totals. Assistant Provost Vinod Chachra indicated that this could be done and that this change would be considered. Several members of the Commission argued that students whose tuition is paid directly by outside funding agencies should not be purged if the agency check failed to arrive before the deadline. Dr. Carson indicated that the purge would be reviewed to determine if changes were advisable.

Dean Simutis observed that, inasmuch as the number of drop/add transactions had reached the point at which the lines were much shorter than in the past, perhaps it is time to review the drop/add period with an eye to extending it. Dean Bonham noted that academic considerations, not the number of transactions or the length of the lines, were the principal factors in setting the current drop/add deadlines. Dr. Perry said that the question of the drop/add schedule could be reviewed by the Commission at any time.

8. Diplomas

Dr. Perry introduced Dr. Vinod Chachra, Assistant Provost, to report on what information should be included on diplomas.

Dr. Chachra reported that the University now awards 16 undergraduate degrees and that the variety of requirements and titles complicated the search for an optimal solution to the problem. Adding a second major to the diploma created

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the possibility of three problems: (1) the two majors might result in the award of two degrees, e.g., a B.S. with a major in Mathematics and a B.S. in Engineering; (2) the diplomas are ordered well before Commencement and a significant proportion of students do not complete their second major. These diplomas must then be withheld and corrected before being issued to the graduate; (3) the diploma should not be a substitute for the transcript which would indicate all majors and minors completed.

Dr. Chachra recommended that mention of majors be eliminated from the diploma leaving only the title of the degree awarded. In the event that the Commission rejected this recommendation, Dr. Chachra recommended that no changes be made from the present practice.

Commission Student Member Greg Blouch introduced Greg Brainerd, President of the Class of 1983, who spoke in support of including all majors completed on the diploma. He pointed to the newly increased size of the diploma as facilitating the inclusion of additional information.

As the hour for adjournment was approaching, Dr. Perry indicated that this discussion would be continued at a future meeting of the Commission.

9. The Commission adjourned at 5:06 p.m.

Respectfully submitted,

Justin J. Green  
Acting Secretary

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The following courses were recommended for approval at the CUS meeting of May 23, 1983. They are included here so that they can receive University Council endorsement before the end of the academic year:

#### AGRICULTURE AND LIFE SCIENCES

Changes in Independent Study and Undergraduate Research for two departments.

ALS 4500 - Applied Environmental Physiology of Domestic Animals (3H,3C). UG&G. New course.

BION - Change in major.

FiW 4200 - Fish Ecology (3H,3C). Change in title, catalog description, syllabus.

FOR 2120 - Forest Measurements I (2H,3L,3C). Change in title and syllabus.

FOR/FiW 3610 - Introduction to Wildlife Recreation Policy (3H,3C). Change in title and number. Drop FOR/FiW 3601.

FOR/FiW 3620 - Modeling Resource Amenity Use (3H,3C). Change in title, number, and syllabus. Drop FOR/FiW 3602.

FPR 4350 - Wood and Fiber Composites (3H,3L,4C). Change in syllabus.

#### ARTS AND SCIENCES

BIOC - Change in major. See BION.

BIOL 4150 - Fundamentals of Population Biology (3H,3C). UG&G. Change in title and syllabus.

BIOL 4750 - Environmental Animal Physiology (3H,3C). New course. Drop BIOL 4431-4432-4433.

ENGL 3710 - Advanced Composition: Analytical and Critical Writing (3H,3C). Change in title, catalog description, syllabus. Drop ENGL 3740.

ENGL 3720 - Technical Writing (3H,3C). Change in title and catalog description.

GEOL 2030 - Physical Geology (3H,3L,4C). Change in catalog description, combine lecture and laboratory. Drop GEOL 2040.

Changes in Independent Study and Undergraduate Research.

#### EDUCATION

EDCI 4410 - Teaching Composition: Methods and Materials (3H,3C). UG&G. New course.

EDCI 4420 - Adolescent Literature (3H,3C). Change in number. Drop EDCI 4515.

EDCI 4610 - Audio-Visual Methods in Education (3H,3C). UG&G. Change in syllabus.

EDVT 3630 - Professional Topics in Vocational and Technical Education (var.). New course.

#### ENGINEERING

MatE 3071,3072,3073 - Structure-Property Relationships (3H,3L,4C) each. New courses. Drop MatE 3050 and MatE 3110.

MatE 4210 - Materials in Electrical Engineering (3H,3C). New course.

AOE 4700 - Introduction to Heat Transfer (3H,3C). New course.

ME 3220 - Elements of Heat Transfer (3H,3C). New course.

## HUMAN RESOURCES

- CT 2401 - Basic Apparel Construction (1H,6L,3C). New course. Drop CT 2400.
- CT 2402 - Advanced Apparel Construction and Fitting (1H,6L,3C). New course. Drop CT 2410.
- CT 2403 - Flat Pattern and Design (1H,6L,3C). New course.
- FCD 3110 - Human Development IV: The Second Half of Life (3H,3C). Change in number, remove graduate credit. Drop FCD 4100.
- FAC 4310 - Introduction to Marriage and Family Counseling (3H,3C). Add graduate credit, change in syllabus.
- FCD 4500 - Adult Development and Aging (3H,3C). New course.
- FCD 4510 - The Family in Middle and Late Adulthood (3H,3C). Change in title and catalog description.
- HIDM 2110 - Furnishings for Interiors (3H,3C). Change in hours, elimination of laboratory.
- HIDM 2120 - Introduction to Interior Spatial Design (1H,6L,4C). Change in laboratory hours and credits.
- HIDM 2130 - Presentation Techniques (6L,3C). New course. Drop HIDM 3120.
- HIDM 3110 - Interiors (1H,6L,4C). Change in credits.
- HIDM 3130 - Interior Systems (2H,4L,4C). Change in laboratory hours and credits.
- HIDM 4000 - Contemporary Topics in Housing, Interior Design, and Management (3H,3C). New course.
- HIDM 4110 - Residential Interior Design (1H,6L,4C). Change in hours, laboratory hours, and credits.
- HIDM 4120 - Commercial and Institutional Interior Design (1H,6L,4C). Change in hours, laboratory hours and credits.