

*except item 5*

*next u. e. meeting approved 5-9-77*

M I N U T E S

COMMISSION ON UNDERGRADUATE STUDIES

March 14, 1977  
3:00 p.m. - Board Room  
Burruss Hall

*not item 1*  
*Wm. K. ...*

PRESENT: Dr. R. J. Nurse, Chairman (for Dr. Wilson); Deans Bellas, Gilmer, Gray, Humphreyville, Johnson and Phlegar (for Dean Lacy); Professors Carson, Fu, Herakovich, Houck, Miller, Salmon, Simutis and Teates (for Dean Atwell); Senators Grender, Marshall and Stout; Student Representatives DePaola, Neumann and Nevin.

ABSENT: Dean Regan; Professor Oyler; Student Representative Mizoue

1. The Agenda was modified and APPROVED.
2. The Minutes of February 28, 1977 were APPROVED.
3. The University Council activities were reported briefly by Dr. Nurse.
4. A proposal for "3980 - Special Study" courses for all departments was considered. A motion was made by Dean Gray and seconded that:

"Courses numbered "3980 - Special Study" with appropriate catalog descriptions be established for each department in the University."

The purpose of the proposal is to provide a means to distinguish between 3000-level and 4000-level courses in student records and in the approval process. In order to provide the members an opportunity to discuss the proposal in their colleges, the motion was TABLED until the next meeting.

5. The processing of "Grade-Change" cards was discussed. The present policy requires that grade changes are initiated by the instructor, approved by the instructor's department head, then approved by the student's dean and processed by the Registrar.

Recent action by the Commission on Graduate Studies and Research (CGSR) would change the policy for graduate students to eliminate the approvals by department heads and deans. Since the final grades are the sole responsibility of the instructor, it was felt that grade changes should also be the sole responsibility of the instructor without monitoring from any other source.

The matter was reviewed by the CUS in the interest of maintaining a consistent policy for all students. A short discussion brought out some advantages of the current policy: adequate record keeping, maintaining security against misuse of the system, providing a check against excessive numbers of changes and providing support for the faculty to maintain consistent quality in their grading systems.

*except at Subs*  
*↓*  
*don't explain*

A motion by Dean Gray was seconded and PASSED that "the present policy be maintained for grade changes for undergraduate students requiring an explanation for the change by the instructor and approvals by the instructor's department head and the student's dean."

6. A proposal by the CGSR to change the course numbering system for senior and graduate courses was presented by Dean Hoepner and discussed at length. Many advantages were cited, particularly the clarity of records in differentiating senior courses not usable for graduate credit, graduate courses not available to undergraduates, advanced graduate courses, and seminar-directed studies graduate courses. The proposal was referred to the CADAP Committee (Dr. Herakovich) for review and recommendations.
7. *note* A Report on the New University Honors Program was presented by Dr. Nurse. The report included a description and policy statement covering the rationale, benefits to the student participants and the University, qualifications required, contents of the program, and the organization for administration. Dr. Nurse expanded upon the report and responded to questions about the program. The report was enthusiastically received and unanimously endorsed. A motion by Dr. Carson was seconded and PASSED that the program, with suggested modifications, be advertised and implemented at the earliest possible dates. (The effective date will be June, 1977, but students in the current honors program will be included in the new program as their qualifications dictate.) (Copy attached)
8. The meeting was adjourned at 4:50 p.m.

Respectfully submitted,

George A. Gray  
Secretary

kdk