

MINUTES
COMMISSION ON UNDERGRADUATE STUDIES
President's Board Room
March 23, 1992

PRESENT: Dr. E. F. Carlisle, Chair; Drs. R. Daniel, L. Geyer M. Lewis, J. Marchman, D. Morris, M. Murray, M. Ogliaruso, R. Purdy, B. Reed, N. Spencer, C. Steger, L. Swiger, J. Taper; D. Bousquet, Admissions; W. Dean, University Registrar; M. McGuire, M. Stegura, SGA.

ABSENT: Drs. J. Buffer, G. Clough, H. Doswald, K. Eschenmann, D. Egger, P. Feret, S. Ritchey, B. Sgro, C. Shoulders, N. Simmons, R. Sorensen, J. White; B. Haddican, E. Fox, SGA.

VISITORS: E. Guertin, W. Winstead, J. Williams-Green

1. Call to Order and Announcements:

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

2. The Agenda was approved as distributed.

3. The Minutes of the February 25, 1992 meeting were approved as distributed.

4. Course Criteria Committee Report - L. Geyer

Dr. Geyer offered for first reading the March 23, 1992 report.

A motion was made and seconded to approve for second reading the February 25, 1992 report. The motion **carried**.

Courses approved effective Fall 1992:

- AgE 3134 Undergraduate Seminar

Action on Curriculum Checklists, Options, and Concentrations:

- Poultry Science Checklists, Effective Graduating Class of 1993

Courses to be dropped:

- AgE 4134 Senior Seminar, effective Fall 1992

5. Resolution 91-92.B, Academic Eligibility Policy for Agriculture Technology, Second Reading

After further discussion of the resolution, Dr. Murray offered a friendly amendment to the paragraph beginning, "That students will be placed on probation..." to read, "That students will be placed on probation at the end of the academic year (spring term) if the students fail to meet the specified QCA;" A motion was made and seconded to approve the resolution as edited. Motion **carried**.

6. Scheduling Impact of Academic Policy Changes

Wayland Winstead, Director of University Planning, continued his discussion from the February 25, 1992 meeting relative to the issue of scheduling impact of academic policy changes and the resources available in Student Systems Computer Services (SSCS). He explained that due to budget constraints that SSCS is back to the issue of having to deal with academic policy changes and attempting to deal with productivity enhancing projects for student services areas such as Scholarships and Financial Aid and Undergraduate Admissions. He proposed a formal method of dealing with these issues to affect a means of prioritizing policy changes. Specifically, he proposes a coordinating committee, with chairs of both CUS and CGS, to aid in the

prioritizing of projects. He also suggested that as policy changes move through the governance that a "recommended" effective date rather than a true effective date be approved. During general discussion, Dr. Spencer asked what was the problem with the current process. Mr. Winstead responded that when an academic policy change occurred, SSCS ceased production on productivity enhancement. Dr. Spencer suggested that response was due to the Director of SSCS giving it top priority rather than CUS doing so. Mr. Winstead responded that it is assumed that the academic policy change is the most important under the current mode of operation. Dr. Murray suggested a compromise. That is, when a policy change is suggested then SSCS can respond with a suggested, realistic effective date for implementation. Mr. Winstead noted that he is not comfortable setting priorities for academic policy issues. Dr. Carlisle noted that this will not be the only area where choices will be required. He noted that the budget constraints will, in the long term, require that we reconfigure the university based on program priorities. This reconfiguration will require, especially in administration, an effort to combine, consolidate and eliminate areas so as to make the most efficient use of resources to support our academic initiatives. Dr. Marchman expressed his concern that creation of another committee will slow the already cumbersome bureaucratic process. He suggested that we should leave the process as simple as possible. Dr. Steger also added that he perceives this as an issue of resource and allocation, both issues within the purview of the Provost and not issues that necessitate a committee. Elizabeth Guertin suggested that as issues are brought forward that appropriate persons would meet to address issues of priorities. Dr. Ogliaruso suggested that it would be helpful to know what is currently in the queue that is impeding progress of enhancements. Mr. Winstead responded that SSCS has over 100 items in the queue currently. Dr. Ogliaruso responded that it is obvious that SSCS should be currently setting priorities if there is such a large quantity of requests awaiting action. Dr. Carlisle ended the discussion by suggesting that he would ask someone from his area, such as Carol Burch-Brown, to coordinate a system of a simple exchange of information and "early warnings" between the commissions and SSCS so as to assist in the placement of priorities for academic policy changes.

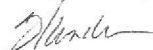
7. Other Business

Wanda Dean shared with the commission the desire of the Commission on Graduate Studies to review the audit policy. Of particular concern to members of CGS was the current lack of policy relative to students who register for audit courses and who fail to attend or participate in the class. CGS has proposed a review be conducted by both CGS and CUS, similar to the review conducted for the "I" policy change. Dr. Carlisle asked for volunteers to work with a sub-committee of CGS. Drs. Purdy and Marchman agreed to work with CGS on this issue.

Dr. Geyer asked to discuss the issue of sufficient enrollment in summer sessions. Specifically, he asked how the policy was changed. He noted that the "average" faculty member was unaware of the old or new policy and that there was no discussion among the faculty as to the issue of limited resources for summer school and the method chosen to address the issues. Dr. Williams-Green, Assistant Provost and Director of Summer School, responded to his question of how decisions are made by detailing meetings with each department head, using previous enrollments and projected future enrollments, to determine allocation for each area. She also noted that each department head was consulted in Spring 1990 and asked to discuss with his or her faculty the choice of reducing credits or salary. The majority voted to maintain the current level of salary. The new thresholds of sufficient enrollment were determined to be 10 for graduate courses and 18 for undergraduate courses. She stated that each department will be given an opportunity to justify retention of any underenrolled course prior to its cancellation in mid April. Dr. Carlisle asked Dr. Geyer if he had a sense that there were faculty who wished to teach in summer school but were turned away from doing so? Dr. Williams-Green added that some colleges experience difficulty in finding sufficient numbers of faculty to teach. Dr. Steger also observed that previous attempts to reduce salary for summer school participants was not successful. Dr. Geyer offered to discuss the issue further with the faculty chairs of each college and determine whether it was issue to be brought back to CUS for further discussion.

8. Meeting adjourned at 3:40 p.m.

Respectfully submitted,



Wanda Hankins Dean
University Registrar