I. Introduction of Dean and New CUSA Members

II. Dean’s Charge to CUSA

III. Chair’s Report

IV. Approval of CUSA Minutes from May 11, 2010

V. CLA&S Student Academic Services Report
   College Undergraduate Coordinator Update Sessions:
   Wed., Sept. 29, 2:00-4:00 p.m., Parlor ABC, Kansas Union
   Thu., Sept. 30, 2:00-4:00 p.m., Alderson, Kansas Union
   Early and Continuous Enrollment in Math and English Enforcement, Fall 2010
   Online Undergraduate Catalog available at: http://www2.ku.edu/~distinction/cgi-bin/liberal-arts-sciences1

VII. Subcommittee Chair Reports
   A. Curricular Changes/Degree Requirements

   Curricular changes must be submitted to Strong 109
   (http://www.collegesas.ku.edu/CUSA/CUSA_general_info.shtml) no later than
   October 13, 2010 to be approved for inclusion in the 2011-2012 Catalog.

   B. Academic Standards Report

   Lunch will be served to welcome new CUSA members.
COMMITTEE ON UNDERGRADUATE STUDIES AND ADVISING  
Minutes of the Meeting for May 11, 2010

The committee met on Tuesday, May 11, 2010, at 11:00 a.m. in Room 210 Strong Hall. The following were present: Banwart, Blackmore, Bradley, Burright, Comer, Crosby, Cudd, Dozier, Earnhart, Fischer, Hayes, Ledom, Manning, McNeley, Phillips, Tucker

MINUTES A motion was made to approve as written the April 27, 2010 meeting minutes of the Committee on Undergraduate Studies & Advising. The motion was seconded and passed unanimously.

CHAIR’S REPORT Professor Manning noted that there had been discussion about inviting representatives from Chemistry and Math to this meeting but, due to final exam schedules and the other CUSA business that needed to be addressed at this meeting, she suggested that be postponed until the next semester’s business.

DEAN’S REPORT Associate Dean Cudd deferred her report until after the other business matters of CUSA had been completed.

CLA&S STUDENT ACADEMIC SERVICES REPORT

Assistant Dean McNeley notified members that information regarding the 4-year plans for each department had been distributed and they were due back May 15, as well as updates regarding capstone courses. She thought that with the changes being received from departments, the College would meet their goal of a 2% increase, but noted this should remain on the table for departments in upcoming terms.

Dr. McNeley presented a “sneak preview” of the new online catalog. She went over several of the features and informational links, noting that the new policies and procedures that had been approved were included.

SUBCOMMITTEE CHAIR REPORTS

A. ADVISING & AWARDS – No report.

B. CURRICULAR CHANGES/DEGREE REQUIREMENTS

1. Curricular Changes for Approval:

   NEW COURSES: ITAL 480, SPAN 326, WGSS 397

   CHANGES: ITAL 695, LA&S 160

   Professor Banwart presented for the subcommittee and began by combining the proposed new ITAL 480 and the change to ITAL 695. A motion was made to accept both of these proposals. The motion was seconded, and passed unanimously. Dr. Banwart next presented new courses SPAN 326 and WGSS 397. A motion was made to approve both proposed new courses. After some discussion, the motion was seconded, and passed unanimously. The next item presented was the change to LA&S 160 and it was noted that this proposal was a true change in credits and the director of the Honors Program had requested a one-semester approval until the proposal could go to CAC next fall, in order to get this on the books for Fall 2010 enrollment. Additional clarification was given that the program wanted the flexibility to give the appropriate credit for the amount of work done in the course, depending on the requirements of a given term.

2. Degree Requirements for Approval:

   a. Change to Existing French Major – Italian Concentration
   b. Change to Departmental Honors Requirements in Linguistics
   c. Change to Existing Spanish Major

   Professor Banwart went over all the above proposed changes, and a motion was made to approve all of them. The motion was seconded and passed unanimously.

3. Curriculum Issues to be Considered for the Next Academic Year

   Professor Banwart reported that the Curricular Changes/Degree Requirements Subcommittee requested CUSA consider in the Fall 2010 term whether or not language requirements should
be included in the various area studies’ minors, and give direction to the subcommittee as to how they should handle this question. Karen Ledom noted the subcommittee is receiving more requests for restrictions on online courses within majors, and that was a question that most likely would be brought before CUSA the next fall. She also noted that the School of the Arts would be submitting several proposals for changes in the next term. Ms. Ledom advised CUSA that a timeline of deadlines for the annual online catalog would need to be discussed, and it was noted that there would be discussions regarding when approved proposals would be effective; i.e., in fall with the new catalog as opposed to the following term. Also noted was the fact that CUSA would be discussing various changes necessary to implement the Chancellor’s Task Force recommendations.

C. ACADEMIC STANDARDS

Professor Tucker referred members to the report of actions taken and they were reviewed. There was general agreement that there was solid justification for the decisions made. There was no discussion about the report. Bridget Bradley mentioned she would need volunteers to meet the first week of Summer 2010 classes and again prior to the first day of classes to make decisions on petitions for immediate reinstatement and said she would send an e-mail to current and newly-elected members and alternates.

OLD BUSINESS

A decision was made after general agreement to hold the old business until the fall term, pending the final requirements and guidelines set forth by the Provost’s Office regarding retention of files.

NEW BUSINESS

Discussion ensued about whether or not new requests for Major Admissions Requirements could be reported to CUSA, and automatically moved forward to CAC if they meet exactly the CUSA-approved template. It was noted that one request is in the pipeline from the Theatre department. A question was raised about what percentage of departments was anticipated to submit requests for major admission requirements, and approximately 50% is anticipated. It was noted that the approved major admissions requirements also are helpful as an advising tool. The process will be tracked and evaluated. Clarification was made that submissions will still be submitted to the Curricular Changes/Degree Requirements subcommittee, and Karen Ledom will initially check submissions to be sure they meet the CUSA-approved template. Any submissions that do not exactly meet the template would be brought to CUSA for discussion per normal procedure. A motion to approve this proposal was made and seconded, and it passed unanimously.

Dr. Manning brought forward the next item of business, election of the new chair of CUSA. Opportunities as chair were presented, with discussion of what the position entails. After further discussion, a vote was taken to elect co-chairs, with Dr. Donna Tucker acting as chair, and Dr. Dietrich Earnhart acting as back-up chair if needed. There was no opposition and the new co-chairs were elected unanimously.

Associate Dean Cudd introduced the Dean’s Report with a summary of actions taken by CUSA in this past academic year. She noted that next year, CUSA members can anticipate working on serious revisions of the general education requirements in response to the Chancellor’s approved Graduation and Retention Task Force recommendations, and respond to the recommendations of the task force on online courses, in addition to what had already been mentioned by the Curricular Changes/Degree Requirements subcommittee. Dr. Cudd then presented certificates of appreciation to the outgoing members in recognition of their service to the committee, and the meeting was adjourned.