The committee met on Tuesday, August 26, 2014, at 11:15 a.m. in Room 210 Strong Hall. The following were present: Atchley, Bayer, Bradley, Brumfield, Garibotto, Hilding, Kelly, Ledom, Morris, Persley, Rockey, Spreckelmeyer, Stock, Timm, Weis, Zogry

Guest: Dean Anderson

Chair’s Welcome: Professor Atchley called the meeting to order.

2014-2015 Dean’s Charges to CUSA: Dean Anderson welcomed the members of CUSA for the new academic year. He then announced that Peter Gegenheimer, who was elected to Chair CUSA this year, will not be able to fulfill his role and reported that he had reached out to Professor Atchley to lead the committee for the upcoming year, due in part to her vast experience in the university governance process.

Dean Anderson discussed each charge with the CUSA members to clarify his expectations. (attachment 1)

Introductions: Professor Atchley asked CUSA members to introduce themselves.

Approval of CUSA Minutes: A motion was made to approve the May 6, 2014 meeting minutes of the Committee on Undergraduate Studies & Advising. The motion was seconded and passed.

Subcommittee Assignments: Professor Atchley discussed her thoughts on approaching the charges presented to CUSA. Her recommendations are to work on completing the first two charges in a timely manner with the full CUSA committee, and then charge the subcommittees to work on charges three and four.

Professor Spreckelmeyer recommended for charge #1; that in addition to moving policies through the process, a tracking mechanism for proposals is also needed. Mrs. Ledom relayed that the University has purchased software that will track proposals, it should be up and running in full by next fall.

A. Academic Policies and Awards
   1. Undergraduate certificate programs (charge 3)

B. Curricular Changes/Degree Requirements
   1. Dual degrees between CLAS and Professional Schools (charge 4)

Adjournment 12:51 p.m.