

1 November 2022

**TO:** **Undergraduate Studies Council Members:** Jessica Birnbaum, Carrie Cumming, Kirsty Eisenhard, Lori Gray, Carly Hagins, Irma Lopez, Colin MacCreery, Dawn Mason, Susan Piazza, Jill Rowe, Bruna Louise Silva, Scott Slawinski, Sue Steuer, Nicolas Witschi  
**Advisory Member:** Edwin Martini  
**Ex Officio:** Lisa DeChano-Cook

**GUEST(S):** Dustin Altschul, Faculty Specialist, Richmond Institute for Design and Innovation; Nichole Andrews, Faculty Specialist, Statistics; Jay Berkow, Professor, Theater; Jason Johnson, Faculty Specialist, Computer Science; Kathryn Wagner, Associate Professor, Theater

**FROM:** Diane Riggs, Chair

**Undergraduate Studies Council  
AGENDA**

Tuesday, 8 November 2022, 3 to 5 p.m.

Webex: <https://wmich.webex.com/wmich/j.php?MTID=me0cf32453c7d46c0c4173b2c42e47f8a>

1. **Call to Order**
2. **Acceptance of the Agenda**
3. **Approval of Minutes**
  - a. Undergraduate Studies Council – 11 October 2022 Minutes
4. **Reports of Officers**
  - a. Chair Report – Riggs
  - b. Ex Officio Report – DeChano-Cook
5. **Reports of University Representatives**
  - a. Interim Curriculum Manager – Witschi
  - b. Vice Provost and Dean, Merze Tate College – Martini
6. **Unfinished Business**
  - a. Syllabus Template MOA 20/03 Recommendations – Riggs
  - b. USC Representatives Appointments – Riggs
7. **New Business**
  - a. Curriculum Proposals
    - i. Music Theater Performance Certificate – Berkow
    - ii. Minor in Costume Design – Wagner
    - iii. Interior Architecture and Design – Altschul
    - iv. Data Analysis Minor (DALN) – Andrews
    - v. Cybersecurity – Johnson
    - vi. Cybersecurity Minor – Johnson
8. **Announcements**
9. **Adjournment**

**COUNCILS ONLY:** *Elected members who cannot attend the meeting are asked to send a substitute of their choice who also represents their respective college. Non-elected members are not restricted as to whom they may designate to substitute for them.*