

4 March 2011

TO: Undergraduate Studies Council Members
Kelly Ackerson (for Kathryn Hillenbrand) Marilyn Kritzman
Ariel Anderson Doris Ravotas
Nicholas Andreadis David Reinhold (for Provost Tim Greene)
Raja Aravamuthan Dianna Sachs
Kent Baldner Charlotte Thralls
Bruce Ferrin Vince Torano
Keith Hearit Geoff Whitehurst
Peter Krawutschke Jeremy Wu

FROM: Bruce Ferrin, Chair

RE: Meeting Notice and Proposed Agenda

UNDERGRADUATE STUDIES COUNCIL
Tuesday, 8 March 2011, 3 to 5 p.m.
Faculty Lounge, Bernhard Center

PROPOSED AGENDA

Procedural Items

1. Welcome and introductions
2. Acceptance of the agenda
3. Approval of the minutes of 8 February 2011
4. Chair's Remarks

Information/Discussion Items

Discussion of council charges:

1. Review the availability of resources and services to foster student retention and develop recommendations for enhancing them if determined necessary. Examples might include but not be limited to the First-Year Experience, mid-term grade reporting, grading scales (i.e. +/-). Focus on expansion of mid-term grading and the Attendance Initiative.
4. Consider recommendation on use of a syllabus template for all courses, based on recommendations of the Committee to Oversee General Education. Consider creation of a joint Memorandum of Action with the Graduate Studies Council.

Other

Adjournment

Elected council members who cannot attend a meeting of the Undergraduate Studies Council 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.

c J. Bartholomew (Academic Advising Liaison), C. Cumming, B. Dennis,
S. Dwan, E. Evans, S. Miller, R. Ott, R. Solomon, T. Woolfork-Barnes