



7 February 2019

**TO:** Undergraduate Studies Council Members and Liaison

|                                   |   |   |
|-----------------------------------|---|---|
| Jim Muchmore (for Ariel Anderson) | Clifton Ealy                            | David Reinhold (for Provost Bott)         |
| Charlie Kurth (for Kent Baldner)  | Vickie Edwards                          | Dianna Sachs                              |
| Jessica Birnbaum                  | Samantha Hack                           | Joe Sanchez                               |
| Lisa Coons                        | Kathryn Hillenbrand                     | Xiaoyun Shao                              |
| Carrie Cumming                    | Marilyn Kritzman                        | Betsy Drummer (Academic Advising Liaison) |
| Michael Duffy                     | Staci Perryman-Clark (for Dean Bischof) | Edwin Martini (Advisory Member)           |

**FROM:** Bruce Ferrin, Chair

**RE:** Meeting Notice and Agenda

**UNDERGRADUATE STUDIES COUNCIL**  
**Tuesday, 12 February 2019, 3 to 5 p.m., Faculty Lounge, Bernhard Center**

## PROPOSED AGENDA

### A. Procedural Items

1. Call to order
2. Welcome and Introductions
3. Acceptance of the Agenda
4. Approval of the Minutes of 8 January
5. Chair Comments – Bruce Ferrin

### B. Discussion / Action Items

1. Membership of the Transfer of Credit Committee
2. Charges for the Transfer of Credit Committee
3. 2018-19 Council Charges
  - a. Review and evaluate current policies concerning the last day of registration for Summer I & II course offerings
  - b. Review and evaluate current policies concerning final exam scheduling

### C. Other

### D. Adjournment

***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.***