



3 September 2019

TO: Undergraduate Studies Council Members

Jessica Birnbaum	Kathryn Hillenbrand	David Reinhold (for Provost J. Bott)
Deanna Bush	Kate LaLonde	Dianna Sachs
Carrie Cumming	Marilyn Kritzman	Daniela Schroeter
Michael Duffy	Rebecca Natale (Western Student Association)	Xiaoyun Shao
Clifton Ealy	Staci Perryman-Clark (for Interim Dean I. Lopez)	
Academic Advising Liaison – Betsy Drummer		Advisory Member – Edwin Martini

GUESTS: Richard Gershon, Faculty Senate President

Eva Copija, Director, Center for English Language and Culture for International Students

Mike Tarn, Chair, Department of Business Information Systems

Cynthia Klekar-Cunningham, Director, School of Communication

FROM: Bruce Ferrin, Chair

RE: Meeting Notice and Agenda

UNDERGRADUATE STUDIES COUNCIL

Tuesday, 10 September 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 14 May 2019
5. Chair Comments – Bruce Ferrin

B. Discussion Items

1. Presentation of 2019-20 Council Charges – Richard Gershon
2. Discussion of curriculum revision process, responsibilities/duties of USC members

C. Action Items

Curriculum Proposals

1. Center for English Language and Culture for International Students – O-2019-ESL-1: ESL 0665 – Special Topics (new course) (*updated proposal with revised learning outcomes*)
2. Speech, Language and Hearing Sciences – CHHS 10-19 Change title of undergraduate program and associated major to Speech, Language and Hearing Sciences to align with department name change
3. Business Information Systems – HCOB 17-50 Deletion of the Business Mobile Development Minor
4. Communication – CAS17-382 Create new minor in UserExperience/Human-Computer Interaction

Other

5. MOA-19/07 Revision of the Undergraduate Catalog-Academic Policies-Registration-Dropping Classes and Withdrawing from All Classes (*regarding summer I and II, now in Memorandum of Action format*)
6. MOA-19/06 Revision of the WMU Registrar's Office Website Regarding Final Exams (*revisit scheduling, now in Memorandum of Action format; input from Graduate Studies Council*)
7. MOA-19/02 Adding a Major or Minor to a Previously Awarded Degree Policy (*revisit wording of recommendation*)
8. Transfer of Credit Committee Membership
9. Recipients of College Curriculum Committee meeting agendas (*continued discussion, USC members' approval*)
10. Intellectual Skills Program Advisory Committee 2019-20 charges – Marilyn Duke
11. Transfer of Credit Committee – revisit draft charges (*need actionable language*)

D. Information Item

1. Intellectual Skills Program Advisory Committee 2018-19 Year-End Report – Marilyn Duke

E. Other

F. 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.