



1 May 2018

TO: Undergraduate Studies Council Members and Liaison

Kelley Pattison (for Kelly Ackerson)	Clifton Ealy
James Muchmore (for Ariel Anderson)	Bruce Ferrin
Jane Baas (for Dean Gary Bischof)	Kathryn Hillenbrand
Dave Paul (for Kent Baldner)	Marilyn Kritzman
Jessica Birnbaum	Pooja Mandagere (Western Student Association)
Logan Brown (Western Student Association)	Edwin Martini (Advisory Member)
Sharon Carlson (Executive Board)	David Reinhold (for Interim Provost Sue Stapleton)
Lisa Coons	Dianna Sachs
Terrence Curran	Xiaoyun Shao
Betsy Drummer (Liaison)	

GUEST: Representative from the Department of Engineering Design, Manufacturing and Management Systems

FROM: Bruce Ferrin, Chair

RE: Meeting Notice and Agenda

UNDERGRADUATE STUDIES COUNCIL
Tuesday, 8 May 2018, 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 10 April
5. Chair Comments – Bruce Ferrin

B. Action Items – Curriculum Proposals

1. Department of Engineering Design, Manufacturing and Management Systems
 - a. CEAS-18-38: Create a new undergraduate certificate in Integrated Design and Manufacturing (*postponed from April 10 USC meeting*)
2. Center for English Language and Culture for International Students
 - a. ESL 0511 Oral English Proficiency for Pathway Students – new course
 - b. ESL 0533 Written English Proficiency for Pathway Students – new course

C. Discussion / Action Items

1. Discussion of Charge #1: Review the scope and description of the council's role statement and assess the effectiveness of the council's practices. Address any continuing or outstanding issues or initiatives as directed by the Faculty Senate Executive Board.
2. Discussion of Charge #2: Follow-up discussion of faculty involvement in recruitment and retention
3. Discussion of Charge #3: Develop cyclical review process to ensure courses meet the service learning designation.
4. Selection of council representative for the Committee on University Strategic Planning
5. Selection of council representative and College of Arts and Sciences department chair for the Transfer of Credit Committee
6. 2018-19 Council Charges
 - a. consideration of a "grade forgiveness policy"
7. Election of Council Officers – Chair, Vice Chair, and Secretary

D. Other

E. 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.