AGENDA
COUNCIL ON UNDERGRADUATE STUDIES
Friday—November 14, 2008—1:30 P.M.
Student Senate Chambers

I. Call to Order

II. Introductions

III. Consideration of minutes of October 10, 2008 meeting

IV. Old business
   a. Ad-Hoc Committee—Latin Honors—Becker
   b. Ad-Hoc Committee—Undergraduate Class Attendance Policy—Petzold
   c. Ad-Hoc Committee—Proposed change to Academic Integrity Procedures—Appling
   d. Ad Hoc Committee—Maymester Class Timings—Smith

V. New business
   a. Undergraduate committee reports.
      i. Academic Advising Committee—Janice W. Murdoch, Chair
      ii. Academic Grievance Committee—David E. Barrett, Chair
      iii. Academic Integrity Committee—Jeffrey R. Appling, Chair
      iv. Admissions Committee—Robert Barkley, Chair
      v. Calhoun Honors College Committee—Stephen H. Wainscott, Chair
      vi. Academic Eligibility Committee—Julia Lusk
      vii. Council on Freshman Year—Casey Berkshire, Freshman Year Programs
      viii. ePortfolio Program—Gail Ring, Director
      ix. Scholarships and Awards Committee—Marvin G. Carmichael, Chair
      x. Registrar’s Report—Stan Smith, Registrar
      xi. Transfer and Bridge Programs—Sue Whorton, Director
      xii. Undergraduate Curriculum Committee—Jeff Appling

VI. Other business.

VII. Adjournment.
Minutes
Council on Undergraduate Studies Meeting
October 10, 2008

PRESENT: Janice W. Murdoch, presiding; Davis Acker; Shannon Finning; Stephen Mistoler; Rich Klein; Jeff Appling; Becky Bowman; Francie Edwards; Debi Switzer; Mary Von Kaenel; Casey Berkshire; Herb Stevens (for Kristin Goodenow); Gail Ring; Bob Bennett; Lois Petzold; Stan Smith; Don Beasley; Julia Lusk; Ned Brainerd; Anthony Stack; Jerry Waldvogel; Mickey Hall; Sean Brittain; David Randolph; John M. Coggeshall; Suzanne Atkinson; Flora Riley; Sue Whorton; Abby Daniel; Lydia Schleifer; and Barbara Rogers.

Murdoch called the October 10, 2008 meeting of the Council on Undergraduate Studies to order at 1:30 P.M. in the Student Senate Chambers. The minutes were approved as circulated with a change to page 2, paragraph 10, and item 6, “50% of admitted freshmen were in the top 10% of their high school class.”

Murdoch reported the Latin Honors proposal did not meet the approval of Academic Council. The proposal will be reviewed by the same committee with new student members and taken back to Academic Council for the December 2008 meeting. The students objected to the proposal and desired that no changes be made to the policy.

Murdoch stated the Ad Hoc Committee appointed to review the Undergraduate Class Attendance policy had disintegrated and there is a need to name a new committee to review this policy.

Appling stated there had been no followup on the Faculty Senate’s version and noted the deadline to make any changes to the 2009-2010 Undergraduate Announcements is the December 3, 2008 meeting of the Academic Council.

Anthony Stack, Don Beasley and Becky Bowman agreed to serve on the new committee. Daniel appointed a student, Amanda Wilcox, to also serve.

Appling presented draft changes to the Academic Integrity Policy; these changes include the definition of plagiarism and a draft plagiarism resolution form for instructors to use. Other minor changes to the policy have been approved/passed by the Faculty Senate’s Scholastic Policies Committee such as language and phraseology for clarity. Murdoch asked for volunteers to serve on an ad hoc committee to review the changes. Jerry Waldvogel, Herb Stevens, Mickey Hall volunteered to serve on the committee; Abby Daniel appointed two students, Josh Hackman and Rees Porcari to serve on the committee. Murdoch asked the committee members to also get feedback from their constituents.

Smith reported for the Maymester Class Timing Ad Hoc Committee; he stated the committee had met once and had lively discussions and shared impressions. The students will conduct a survey of the Student Body to gain the insight of the students.

Murdoch asked the committee members to consider the faculty’s availability for any requested time changes.

Undergraduate Committee Reports

Academic Advising Committee. Murdoch stated the committee was geared up for fall activities and discussed advising materials, which had been distributed to the departments.

Appling announced the additional workshops for new faculty, one of which was held this day and another which would be held on Monday.

Berkshire stated the Freshman Academic Progress Program (FAPP) was a huge success as faculty participation had increased from 30% to 60%.
**Academic Grievance Committee.** Appling reported for David E. Barrett, Chair; the Academic Grievance Panel has not received any grievances.

**Academic Integrity Committee.** Lusk stated there are already twenty-two cases this semester and usually the number of cases spike at mid-term.

**Admissions Committee.** Bennett reporting for Barkley, the Admission’s staff is currently on the road recruiting. A new person started in Admissions this week.

Bennett stated even though the admissions office has transfer admission evaluators, the departments/advisors will continue to evaluate transfer 100/200 level courses (courses taken elsewhere forms to be used).

Barkley and Murdoch have been meeting with the collegiate deans to set 2010 admission standards.

**Calhoun Honors College Committee.** No report. Has held meeting this semester.

**Academic Eligibility Committee.** Lusk stated this year the new eligibility requirements will be in place and additional workshops will be held to reiterate the changes. Students will be required to pass at least 12 credit hours and earn a 2.4 or higher GPR.

Lusk stated advisors should be alerted to a student who has made a 1.5 or below, something needs to be done and information will be disseminated to faculty.

Lusk presented the Summary of Appeals for the August 11, 2008 meeting, which included 85 appeals, 13 for readmission, 8 readmitted on appeal; 18 were subject to dismissal; 8 had successful appeals; 45 were subject to suspension; 20 had successful appeals; 9 applied for academic renewal; 8 academic renewal was granted; 52.00% were successful; 48.00% were unsuccessful.

**Council on Freshman Year.** Berkshire stated the committee will meet for the first time this semester on October 16. TigerWire continues to be successful. There was 93.45% freshman participation and 51.54% sophomore participation with TigerWire. Clemson Connect has begun to planning for next year.

**e-Portfolio.** Ring stated students are using Google site for ePortfolio artifacts and tagging tools are available.

**Scholarships and Awards Committee.** No business for committee.

**Registrar’s Report.** Smith reported schedule of classes for spring are online now; today (October 10th) is last day to withdraw of the University without final grade; and early registration begins on November 5th.

**Transfer and Bridge Programs.** Whorton stated all is going well with the 312 transfer students and planning is underway for 400-450 next year; the group is getting ready for next year’s orientation for transfer students with credit evaluators.

**Undergraduate Curriculum Committee.** Murdoch stated a proposal from the University Undergraduate Curriculum Committee would be forthcoming regarding minors with B.S. degrees for the Undergraduate Announcements.

**Other business.** Murdoch stated the Faculty Senate is adding language to the Final Examination Policy to include “online” examinations, which will be reviewed in the near future.

There being no further business, the meeting was adjourned at 2:00 P.M.