AGENDA
COUNCIL ON UNDERGRADUATE STUDIES
Friday—December 12, 2008—1:30 P.M.
Student Senate Chambers

I. Call to Order

II. Introductions

III. Consideration of minutes of November 14, 2008 meeting

IV. Old business
   a. Ad-Hoc Committee—Undergraduate Class Attendance Policy—Beasley
   b. Ad-Hoc Committee—Proposed change to Academic Integrity Procedures Form—Appling, Lusk, Waldvogel

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  
November 14, 2008

PRESENT:  
Barbara J. Speziale, presiding (for Janice W. Murdoch); Casey Berkshire; Jerry Waldvogel; Hugh Spitler; Jeff Henry; Elizabeth Foshee; Grayso Schleppegrell; Debi Switzer; Jeremy DiGorio; Herb Stevens (for Kristin Goodenow); Sean Brittain; Stan Smith; Abby Daniel; Jeremy Tolbert; Antony Stack; Suzanne Atkinson; Sue Whorton; Robert Barkley; Lydia Schleifer; Julia Lusk; Steve Wainscott; Shirley Timmons; Rich Klein; Mickey Hall; Dave Barrett; Lib Crockett; Flora Riley; Becky Bowman; Francie Edwards; David Randolph; Mary Von Kaenel; Shannon Finning; John M. Coggeshall; Lois Petzold; Calvin Becker; and Barbara Rogers.

Speziale called the November 14, 2008 meeting of the Council on Undergraduate Studies to order at 1:30 PM in the Student Senate Chambers. The minutes of the October 10, 2008 meeting were approved as circulated.

Becker presented the recommendations of the Latin Honors Ad-Hoc Committee and stated the ad hoc committee members had studied the previous proposal that was submitted to Academic Council on October 1. Using data from the 2006-2007 academic year, the committee surmised that over 20% of Clemson graduates will continue to graduate with honors putting Clemson University squarely in the middle of honors criteria used by the 2007 US News Top thirty public universities. The ad hoc committee recommended the following changes:

“Effective with fall semester 2010, implement a grade point centered minimum threshold of 3.70 cum laude, 3.85 magna cum laude and 3.95 summa cum laude for Latin honors.”

Council members unanimously concurred to send the recommendation forward to the Academic Council for the December 3, 2008 meeting.

There was no report from the Ad-Hoc Committee on Undergraduate Class Attendance Policy.

Lusk reported for the Ad-Hoc Committee for revisions to the Academic Integrity procedures form, which was proposed at October 10, 2008 meeting with a request for editorial changes.

Comments and suggestions include the following:

There was no intent to deceive the student with this form.  
By students signing, waive rights agree to penalty.  
After signing form, grade is up to faculty.  
Clarity is important to student.  
Workshops are held 2 or 3 times a semester.  
Could workshops be held during orientation?  
Could plagiarism be discussed in each classroom?  
Thinks form may resolve plagiarism issue or at least have a process in place for resolution.  
Students can still opt for hearing.  
Faculty’s interaction with student is major concern.  
Students not very astute and sign form right away with thought of consequences.  
Most instructive to meet with student to explain the student’s rights.  
Generally students in Education accused of plagiarism waive rights, no place to be protected.  
Could be two-sided form to include an explanation of plagiarism and the proper procedures to follow along with detailed consequences of a plagiarism conviction.  
Form could give faculty and student an equitable sense of power.  
What is happening in the classroom now?
Students may sign form before realizing what they are doing. Form should follow the policy. Faculty need to have right to be flexible. Form could be used as teaching tool to help students. Generally a student accused gives up rights, there is no place to be protected. Form may be creating many mini-hearings. Add contact names to the form. Why have an option? Is current procedure unfair to students? Prefer that staff in Undergraduate Studies have formal hearing with each student. Form may contain harsh wording.

The Council voted to send the form back to committee for more revisions.

The Council discussed the change to the Academic Integrity Procedures policy, which included the wording of plagiarism and the use of the plagiarism form I.B.2. and B.1. Council voted to accept the revisions to the 2009-2010 Undergraduate Announcements. The proposals will be presented to the December 3, 2008 meeting of the Academic Council.

Smith presented the Ad-Hoc Committee on Maymester Timings findings. The committee recommended the following:

The ad hoc committee recommends that the Monday through Friday class meeting times for Clemson Maymester courses be changed from The present 5:30-8:30 PM time period to 3:30-6:30 PM beginning Maymester, 2010. The time for the two Saturday classes would remain The same, 9:00 AM to 12:00 Noon.

The Council unanimously approved the change and will send the recommendation to be reviewed by the Associate Deans of Undergraduate Programs, the Scholastics Policies Committee of the Faculty Senate, the Provost Advisory Council (PAC), the Student Senate and then to the Academic Council.

Committee Reports.

Academic Advising Committee. No report.

Academic Grievance Committee. Barrett stated one meeting had been held this year, where allegations were dismissed. He commented this had been a good year with new procedures for the Academic Grievance Board, which is working very well.

Academic Integrity Committee. Lusk stated 45 students have waived their rights to a hearing; 6 or 7 were found not in violation.

Admissions Committee. Barkley stated applications are ahead of last year and asked council members to review the distributed report. Deadline is December 1. Transfer admissions is a long way off, application will be received as late as spring semester.

Calhoun Honors College Committee. Wainscott stated two meeting had been held, which had light agendas. Main focus being academic advising and transfer students; one student who transferred in summer school was awarded Clemson honors credit for work taken elsewhere. Clemson credit for honors transfer should be reviewed by the Honors College.
**Academic Eligibility Committee.** Lusk stated there was not a report.

**Council on Freshman Year.** Berkshire stated the committee met on November 11th; she announced the following:

The State of the University Address will take place on Tuesday, November 18th at 7:15 PM in the Self Auditorium of the Strom Thurmond Institute. Freshman Council is putting together an “involvement survey,” to be sent to freshmen through email, by the way of a link. Campus Recreation information will also be included in the email to all freshmen. Freshman Council is working on a new Ride Share Board, which will be in place in the University Union. The date for the High School Leadership Conference has been set for Tuesday, February 24, 2009.

Freshman Orientation will be held on January 5th in Tillman Hall.

Construction for the Academic Success Center has been halted 18-24 months.

Summer Reading Committee has a short list to consider.

TigerWire “finals” page has been launched about finals and how to prepare for them. There has been 94% participation in TigerWire.

**ePortfolio.** No report.

**Scholarships and Awards Committee.** No report.

**Registrar’s Report.** Smith stated freshmen are registering today. A new, fifteen-member University-Wide Academic Calendar Planning Committee has been formed to review and/or evaluate the current academic calendar and propose changes from committee members and other university and community individuals. The committee met once. A chair of this committee has not been selected.

**Transfer Programs and Bridge Programs.** Whorton announced the transfer student article in *Clemson World*.

**University Undergraduate Curriculum Committee.** Speziale mentioned the revision to the general education competencies and announced December 6th is the deadline to make the 2009-2010 Undergraduate Announcements. Any changes should be directed to Jeff Appling.

There being no further business, the meeting was adjourned at 2:45 PM.