

MINUTES
COLLEGE OF ARTS AND SCIENCES
CAS Undergraduate Curriculum Council
2018-2019

MEETING: February 21, 2019 - 2:30 p.m., Scates 212

PRESENT: J. Braasch, P. Bridson, D. Burnette, G. Enck, V. Erlenbusch, A. Johnson, P. Krech, J. Jones, D. Laumann (proxy), W. Madlock, L. Menson-Furr, S. Mishra, V. Phan, C. Phipps, B. Taller, C. Walsh, A. Windsor, L. Zhang

ABSENT: R. Marczynski, K. Schultz, M. Thomann (proxy), J. Watson

PRESIDING: D. Tollefsen; V. Tardugno, recording secretary

VISITORS/PROXIES: M. Perez (proxy)

I. Welcome

II. Approval of Minutes from November

- a. Motion to Approve – Dr. A. Johnson; Seconded by Dr. G. Enck; All in favor; none opposed

III. Introduction: Ashley Connolly, Director of Advising for the College of Arts and Sciences

IV. Chemistry Shanxi Agreement and MOU process

- a. The councils do not need to vote on these agreements and MOUs. They are to be reviewed only. Setting up a website so that these processes may be tracked.

V. Special Topics deadline: March 11, 2019

VI. Curriculog update

- a. Curriculum submission for 2019 starts May 1st and the deadline for UG submissions is September 27th. The deadline for graduate submissions is September 1st. The Curriculog forms will be available beginning May 1st.
- b. The goal to have the UG catalog published is April.

VII. Permits

- a. Dr. Tollefsen is on a committee to help improve the request for permit process. She asked for feedback from the council as to how they handle these requests. Most often the departments do not check with the professors before giving a permit to a student. There is a report in e-print about all the permits that you have given.

VIII. Spring undergraduate council meetings

- a. We currently do not need to meet the rest of the semester. The council was informed to keep the dates and times on the books, just in case it is needed.

XI. New business? Old Business?

- a. Forgiveness Policy that was talked about in the Fall of 2018 is still in the Provost office.
- b. Dr. Tollefsen talked about the Grade Appeal change proposal that went through the UUC.

- c. Tori talked about Graduate Faculty Status. If you have questions, please go to her first not the Graduate School. Adjuncts that are only teaching no longer are required to have Graduate faculty Status.

X. Adjournment

- a. Motion to adjourn – Dr. D. Tollefsen; Seconded by Dr. A. Windsor