

COMMITTEE ON UNDERGRADUATE STUDIES AND ADVISING
Minutes of the Meeting for December 13, 2005

The committee met on Tuesday, December 13, 2005, at 11:06 a.m. in Room 210 Strong Hall. The following were present: Bayer, Bradley, Carlson, Clowes, Crandall, Durham, Ford (guest), Karpowitz, Knight, LaFever, Manolescu, McCleary, McNeley, Rowland (guest), Wallace, Vitevitch. and Walton.

MINUTES The minutes for November 22, 2005 were approved.

GUEST REPORT Professor Robert Rowland and Debra Ford from the Communications Studies department highlighted the fundamentals of the courses offered. One of the goals of the department is to improve assessment of skills for all students. Currently, they want to move from a three-year assessment pattern to an annual assessment.

CHAIR'S REPORT Dr. Clowes recommended that the committee look seriously at the Junior/Senior principal courses for more developing skills across the curriculum. Additionally, she announced that Teresa Robertson from the Philosophy department will be our guest speaker for the January 2006, CUSA meeting.

DEAN'S REPORT Nothing reported.

CLA&S STUDENT ACADEMIC REPORT Dr. McNeley reported that the Academic Misconduct Policy with procedural revisions has been sent to the departments and should be available for the committee's review in February 2006.

Dr. McNeley sadly announced that Carla Simmons, Academic Graduation Advisor has passed away and funeral arrangements are pending.

SUBCOMMITTEE CHAIR REPORTS

A. Academic Standards

Dr. McCleary presented the recommendations for the Proposed Academic Standing Policy.

FULL COMMITTEE ACTION:

Approval was granted for:

1. Academic Standing Policy

The College of Liberal Arts and Sciences reviews all students at the end of both the fall and spring semester and summer term to determine their academic standing. Students in the College of Liberal Arts and Sciences must maintain a 2.0 cumulative KU GPA in order to be in good academic standing. Students below the cumulative KU GPA of 2.0 are placed on probation.

Freshman and Sophomores on Probation (between 0-59 completed hours)

Each student in this category must earn a 2.0 term GPA until his or her cumulative KU GPA reaches 2.0, returning the student to good academic standing.

Students who fail to meet the above requirements will be dismissed. In order to return to the College of Liberal Arts and Sciences the student must follow the CLA&S readmission guidelines.

Juniors and Seniors on Probation (60 or more completed hours)

Each student in this category must earn a 2.5 term GPA until his or her cumulative KU GPA reaches 2.0, returning the student to good academic standing.

Students who fail to meet the above requirements will be dismissed. In order to return to the College of Liberal Arts and Sciences the student must follow the CLA&S readmission guidelines.

B. ADVISING

Dr. Bayer presented the recommendations for the following:

1. Proposal for a policy declaring a major

CUSA Advising Subcommittee
Proposal 12/08/05

*CLAS students will be required to declare a major by the term following completion of 60 credit hours.

*Before declaring a major, a student must complete two courses in the major department or program, with a grade of C or better in each, or secure permission from the department or program.

*All students who have not declared a major will have an enrollment hold. They will be required to consult with an advisor before they can enroll. Declaration of a major removes the enrollment hold if the student has completed at least 60 credit hours.

*Special procedures apply to students who wish to major in Communication Studies, English, Political Science, or Psychology, or who wish to be admitted to a professional school (Allied Health, Business, Education, Journalism and Mass Communications, Nursing, Pharmacy, and Social Welfare).

Such students should file a declaration of major as "pre" (pre-English, pre-Business, etc.), if they have not been admitted by the deadline for declaring a major. In this case, by the term following completion of 75 credit hours, they must do one of the following:

- *gain admission to the major or professional school
- *provide a letter from the department or school, indicating that they are making progress towards and have a good chance of future admission in the major
- *declare a different major.

Students declared as "pre" must attend an advising session or appointment with the target department.

*Any student who has completed more than 60 credit hours and who fails to declare a major must go to College Student Academic Services for advising. The focus of that advising will be steering the student towards a major or discussing alternatives to the KU degree.

*The policy will apply to students entering CLAS for the first time Fall 2006.

2. Proposed revision for the catalog copy (p.53 of current catalog)

Declaration of Major

By the beginning of the junior year, a student should declare a major by completing a Major Declaration Form and choosing a major advisor in the office of the major department or program. The student must have completed, with a grade of C or better, at least two courses in the major field. Some departments (see below) have further admission requirements for the major. If a student is pursuing a double major, he or she should complete a Major Declaration Form in each major department. The declaration should be made as soon as the student has decided on the major.

CLAS requires every student to declare a major or be admitted to a professional school no later than the semester after completion of 60 credit hours. Failure to declare a major by this time will result in a hold, requiring the student to consult with an advisor before enrolling. The hold will continue until the student has a declared a major. For a major to be officially declared, CLAS Student Academic Services must receive a copy of the Major Declaration Form signed by the student and the major department representative.

This policy does not preclude changing or adding majors. Changing majors late in the academic career can delay graduation. Consult an advisor.

Students are encouraged to explore different disciplines before choosing their major. Students who are not ready to declare a major can register interest in a major at CLAS Student Academic Services. Help with choosing a major can be obtained at the Freshman-Sophomore Advising Center (126 Strong Hall), CLAS Student Academic Services (109 Strong Hall), and the University Career Center (110 Burge Union).

Admission to the Major

The following CLAS departments have competitive or selective admission requirements for their majors. No student is allowed to graduate from the College with a major Communication Studies, English, Political Science, or Psychology without having been admitted to the major.

However, the committee moved for electronic vote because a full quorum was not present when the motion was ready for vote. An electronic vote was taken (19 voted yes and 2 voted no).

- C. Curricular Changes/Degree Requirements
None presented.

OLD BUSINESS Nothing reported.

NEW BUSINESS Nothing reported.

The meeting was adjourned at 12:50 P.M.