

## Academic Standards Subcommittee of CUSA

Minutes of the Meeting on October 18, 2011

### Degree Requirement Petitions

**1737) Request to graduate w/ less than the required 100 CLAS hours**

*Approved (4,0) - Student was advised outside of the College on remaining requirements and the issue over CLAS 100 hours was mentioned but not explained properly. Student had a graduation plan that did not account for the required 100 CLAS hours. The subcommittee approves the student request to use the currently enrolled/completed (9 hours of Business classes) as CLAS hours.*

**1744) Request to count transfer work (HNRS H and H from Seton Hall) as HWC 204 and 205 for this student only.**

*Tabled – Need additional information/justification for why this student only.*

**1746) Request to count WGSS from FA11 as HL due to misadvising**

*Approved (5,0) – Sufficient evidence of misadvising/miscommunication by faculty advisor.*

**1747) Special Major request**

*Approved (5,0) - Student would like to earn a BGS Special Major (Human Sexuality). Student meets all requirements for special major except for coursework completed after approval. Student is asking to count coursework currently enrolled for Fall 2011 to count as part of the 12 required after approval. The subcommittee approved this additional request.*

*During the review of this course the subcommittee did discuss the fact that we currently have a minor in Human Sexuality but the rules for a special major only specify that it not overlap with significantly with an existing KU major programs.*

#### Special Major Guidelines

*Students who feel that their best interests cannot be served by the majors listed may petition for a special major (B.A. or B.G.S.), if they follow the guidelines below. Such majors are supervised by special committees of three faculty members recruited by the student. Interested students should consult College Student Academic Services, preferably before the end of the sophomore year. The following guidelines apply to special majors:*

- 1. An official endorsement by one or more of the CLAS departments or degree programs involved must accompany a petition for a special major. The petition must be submitted to the committee on undergraduate studies and advising (CUSA).*
- 2. At least 12 credit hours numbered 300 or above counted toward the special major must be taken after approval of the special major.*
- 3. At least two committee members must be from the CLAS faculty.*
- 4. At least two-thirds of the credit hours to be counted toward the special major must be CLAS courses.*
- 5. Special majors must not overlap significantly with existing KU major programs and should not have the same titles as existing majors.**
- 6. A student seeking a special major must fulfill the general education degree requirements necessary for the B.A. or B.G.S degree.*

**Note:** *Students considering classes to include in a special major should be guided by the fact that most CLAS majors require about 30 hours.*

### **Retroactive withdrawals**

- 1742 Retroactive withdrawal from Fall 2010 due to death and unusual circumstances**  
*Denied (5,0) – Subcommittee was sympathetic to the tragedies the student faced but they occurred early in the semester, were not sibling or parents, and no documentation on how the tragedies impacted the students mental health. The subcommittee concluded that request did not meet standards for retroactive withdrawal.*

### **Additional policies**

- 1745) Request for timeline to degree extension**  
*Approved (5,0) – Student was completing her BGS Non-Major (initial term 1980) but ran into personal issues and now just needs 1 hour for her degree to complete. The subcommittee approves this request provided that it is completed in time for Spring 2012 graduation.*

## **Academic Standards Subcommittee of CUSA**

Minutes of the Meeting on October 4, 2011

### **Degree Requirement Petitions**

- 1737) Request to graduate w/ less than one overall hour and highest distinction**  
*Approved (5,0) - Student was not advised that she would be over the allowed 64 credit hours from a community college by her graduation advisor. She has a total of 141 hours but only 123 hours count toward her degree at KU because she was over her allowed community college hours. The subcommittee approved her hour request and her request for Highest Distinction. The petition will now need to be sent to FacEx for approval for less than one overall hour.*
- 1738) Request to approve a transfer course with only 3.34 hours as a lab science course for all students**  
*Approved (5,0) – The minimum 4 hour requirement for a lecture/lab science requirement was met with this course that was taught at a quarter semester institution. Syllabus clearly showed that the requirements met our level at 4 hours.*
- 1739) Request to count THR 106 from transfer institution from FA08 as HL due to misadvising**  
*Approved (5,0) - This was approved because of several misadvising/miscommunication from administration outside of the College. Course should have transferred in as TH&F 106 but was given THR 106 which was approved as a principal course in Spring 2010. Also, student's advisor indicated that the course should count for as an HL based on the transfer evaluation.*
- 1741) Request to count HIST 115 and HIST 116 as HWC 204 and 205 from KCKCC for this student only**  
*Tabled – Subcommittee concerned about approving this course for this student only but wanted further information from department and review of the credit transfer website.*
- 1740) Request to approve a combination of two separate transfer courses with a lab science course for all students (This course was approved on 9.27.11 during CUSA)**  
*Approved (3,0) – Three faculty reviewed the course and approved for all students.*

### **Retroactive withdrawals**

- 1742 Retroactive withdrawal from Fall 2010 due to death and unusual circumstances**  
*Denied (5,0) – Subcommittee was sympathetic to the tragedies the student faced but they occurred early in the semester, were not sibling or parents, and no documentation on how the tragedies impacted the students mental health. The subcommittee concluded that request did not meet standards for retroactive withdrawal.*

**Additional policies**

**1736) Request for timeline to degree extension**

*Approved (4,0) - Student was planning on taking last class, MATH 105 but ran into personal issues. The subcommittee approved him completing his last remaining requirement provided that he finished in time for a Spring 2012 graduation. His initial term was 1994 and he is pursuing a BGS in POLS.*