Item:  Restructuring of BAIS course change procedures and minor associated course spreadsheet changes.

Discussion:  Stacy Zemke presented Undergraduate Studies recommendations regarding the advisability of changing the procedure by which BAIS courses can be changed. She provided materials from that committee for Curriculum’s review. Dr. Lester suggested that certain structural changes be made, especially to the economics requirements. The revised recommendations are as follows:

1. Additional courses to be added to the list of course students could take to meet the statistics requirement. This would give students more courses to choose from

2. A proposal to allow the department to maintain a list of approved courses students could choose from/take to fulfill the major requirements areas instead of prescribing specific courses that students must take for those areas. The undergraduate studies committee would oversee the process of identifying and listing approved courses and the list of approved course options will be maintained in the SLIS office.

3. Add an additional category to the major requirements focusing on information technology. The economics category (with 6 required hours) would be moved under the major support requirements heading. The technical writing category (3 hours) will be moved under the major requirements heading.

4. A proposal to adopt the 1601A degree requirements as the degree sheet for the online degree, as there is currently is no degree sheet for the online BAIS degree (1601B).

Action:  Committee voted to recommend that all the above recommendations from Undergraduate Studies be presented at the next faculty meeting, incorporating the changes suggested by Curriculum, for endorsement by the faculty.

Item:  Restricting number of times that an undergraduate student can enroll in and withdraw from a particular course without having to meet with an advisor for counseling.

Discussion:  Stacy Zemke also presented Undergraduate Studies recommendations regarding the problem of undergraduate students repeatedly enrolling and dropping in a
specific course. Undergraduate Studies views this as a problem in terms of the waste of time, money, and resources by such students. Therefore, undergraduate Studies is also recommending that the School limit the number of times in which an undergraduate student may drop a particular course without having to meet with an advisor for counseling to twice only. Student member Cynthia Patterson suggested that it was important to make this process more student-friendly. Dr. Lester noted that the best way to insure this is to make sure the process and its rationale be clearly described in the student handbook.

Action: Committee voted to recommend that the suggestions from Undergraduate Studies be presented at the next faculty meeting, incorporating the changes suggested by Curriculum, for endorsement by the faculty.

The meeting adjourned at 10:00 a.m.

NEXT MEETING: APRIL 23, 9:00 A.M.