UNIVERSITY OF OKLAHOMA
SCHOOL OF LIBRARY AND INFORMATION STUDIES
UNDERGRADUATE STUDIES COMMITTEE CHARGE 2012/2013

The Undergraduate Studies Committee is a standing committee of the School of Library and Information Studies. The Undergraduate Studies Committee serves in an advisory capacity for matters pertaining to the administration of the Bachelor of Arts in Information Studies and makes recommendations to the Director and the faculty relative to the consideration of new policy and to the interpretation and implementation of existing policies. In particular, the Committee is charged with the following:

• maintenance and revision as needed of the policy statement guiding decisions for BAIS program waivers and substitutions
• evaluation of student petitions for waiver or substitution of program requirements and make recommendations to the Director
• maintenance of the undergraduate advising handbook, aligned with the responsibilities of faculty specifically assigned to the BAIS program

Membership: 3 SLIS faculty members, 2 SLIS undergraduate students

For 2012/2013, the Undergraduate Studies Committee is specifically requested to accomplish the following while seeking advice from faculty and students.

1. Continue to work with SLIS Director to develop and implement a marketing and recruitment plan for the BAIS program. See item #5 from the 2011-12 UGS Committee Report for suggestions for the 2012-13 UGS to consider.

2. Continue to review any LIS graduate courses that could be slashlisted and used within any Major Requirement category.

3. Continue the ongoing review of new courses added in the College for use in any Major Requirement category

4. Work with the Director to conduct Employer and Alumni surveys and determine how results will be used for program planning. See item #6 from the 2011-12 UGS Committee Report for suggestions for the 2012-13 UGS to consider.

5. Work with Curriculum Committee and Director to explore the options and market for a post-baccalaureate in an area related to Library and Information Studies.

6. Explore ideas for outreach to the BAIS alumni and employers. Develop a social networking presence for BAIS alumni. UGS suggests that a LinkedIn group be established for BAIS alumni.

7. Develop official policies for updating and maintaining the course options listing that will be kept in the SLIS office if the flexible checksheet format is granted approval by the College and University Committees.

8. Review the Organizational Communication category description and develop a description and slate of courses that better suits SLIS's expectations for this category.

9. Complete the Course Proposal forms for the SLIS slashlisted courses (LIS 4143 Government Information and LIS 4523 Online Information Retrieval) for submission to the CAS and University in October 2012 (email from Associate Dean Sankowski, dated 6/16/12, indicates the changes to 4523 have been approved, please see below)
10. Work with SLIS Office and Director to facilitate the campus wide approval process for the following changes to the BAIS checksheet:
   a. LIS 3003 Object-Oriented Programming move from the BAIS Core to the Information Technology area.
   b. LIS 4223 Information Technology Management move from the Leadership category to the BAIS Core.

11. Create and implement a plan for monitoring the move of LIS 3003 from the core to guided electives (if approved by CAS and campus committees).

12. Work with Zemke and Brown to inventory materials needed for the Program Presentation.

From: Dolph, Julie A. <jdolph@ou.edu>
Subject: Course and Curriculum Additions, Changes, Deletions, Modifications
Date: August 16, 2012 8:14:40 AM CDT
To: CAS - Faculty (all) (Norman) <casfaculty@net.ou.edu>
Cc: CAS - VIPs (Norman) casvips@net.ou.edu

The University of Oklahoma
COLLEGE OF ARTS AND SCIENCES
Office of the Dean
Ellison Hall, Room 323
Phone: (405) 325-2077    Fax: (405) 325-7709
http://www.ou.edu/cas

TO: College of Arts and Sciences Faculty
FROM: Edward Sankowski, Associate Dean
RE: Course and Curriculum

The Course and Curriculum Committee of the College of Arts and Sciences recommends approval of the following program and course changes as specified. These recommendations will be considered approved by the faculty unless notice of protest is received by August 29, 2012.

All courses are now online and can be viewed at
Committee A Draft for acceptance by Undergraduate Studies Committee
10 September 2012

https://courseadmin.ou.edu/courseadmin/ by entering your 4x4 and password. To locate a specific course, type the course number in the appropriate box then click on the course. It will load and be displayed just below the box. If you have any questions, please feel free to contact Sheryl Heinrichs at 325-3506.

Proposed Undergraduate Course Additions
HIST 4603, Genesis Through Jewish Eyes
LIS 4523, Online Information Retrieval
MATH 4123, Fourier Transforms

Request for Undergraduate Administrative/Internal Changes
Health and Exercise Science Minor
Program Code: 0835H
Type of Request: Change to minor
Reason: Deletion of HES 3813, Principles of Health and Fitness, from the list of required courses for the minor because it is required for the major. Demand by students completing the minor for this course is preventing HES majors from accessing this course when needed for timely completion of their major work.

Request for Undergraduate Program Modifications
Bachelor of Science in Health and Exercise Science
Program Code: 291
Type of Request: Program Modification
Reason: Allow students to take ZOO 1124 or BIOL 1134 to fulfill major support requirements because these courses are accepted by the Zoology Department as prerequisites for ZOO 2234, ZOO 2255, and ZOO 2124.

Proposed Graduate Course Additions
LIS 5523, Online Information Retrieval
MATH 5123, Fourier Transforms
Request for Graduate Program Modifications

**Doctor of Philosophy, French**
Program Code: 086
Type of Request: Program Requirement Change
Reasons:  
1. Add FR 5313 and MLLL 5073 as required courses for the degree as they have been strongly recommended and are offered on a regular basis.  
2. MLLL 4813 was mistakenly listed as a required course. However, the graduate-level course, MLLL 5813, should have been included in the curriculum instead.

**Doctor of Philosophy, Political Science**
Program Code: 193
Type of Request: Program Requirement Change
Reason: Add Methods as a field to provide a fundamental core of Methods training that can be tailored to students’ specific scholarly needs.

**Doctor of Philosophy, Spanish**
Program Code: 217
Type of Request: Program Requirement Change
Reason:  
1. Add SPAN 5713, MLLL 5063, and MLLL 5073 as required courses for the degree as they have been strongly recommended and are offered on a regular basis.  
2. MLLL 4813 was mistakenly listed as a required course. However, the graduate-level course, MLLL 5813, should have been included in the curriculum instead.

ES/slh