

**MINUTES**  
**COLLEGE OF ARTS AND SCIENCES**  
**CAS Undergraduate Curriculum Council**  
**2024-25**

**MEETING:** September 19, 2024 - 2:30 p.m., UC Fountain View Boardroom

**PRESENT:** J. Bahoh, J. Benford, C. Bowers, C. Goudsouzian, B. Graham, R. Hood, S. Jin, J. Johnson, B. Kwoba, M. Laradji, W. Madlock, B. McCarty, C. Mickalites, C. Plesofsky, R. Serino, W. Thompson, J. Wang

**ABSENT:** L. Feldman, A. Johnson, S. Jun, Y. Kwon, B. Stigall

**VISITORS:** N/A

**PROXIES:** Erin Mellett for L. Feldman (ANTH), Sheri Chapel for A. Johnson (CJUS)

**PRESIDING:** L. Menson-Furr; S. Warren, recording secretary

1. Welcome and Introductions  
L. Menson-Furr welcomed the committee to the start of the 2024-25 Undergraduate Council. Members introduced themselves.
2. C. Bowers motioned to approve the minutes from April 18, 2024. C. Mickalites seconded the motion. All were in favor and so minutes were approved.
3. Announcements and Updates from L. Menson-Furr
  - A. UUC Updates
    - a. Utilize EAB's Resources (Feasibility Studies, etc.)
    - b. Microcredentials: Discussion is ongoing, but implementation is on hold due to financial aid.
    - c. Credit for Prior Learning discussions: Previously Experiential Learning. Discussions in progress regarding policies, how will this be assessed, what will be allowed, etc.
    - d. Bachelor of Applied Science discussions: Looking at transferability of AAS degrees and possibility of offering BAS degrees.
    - e. Save the Date: November 6, 2024- Virtual Workshop on AI
    - f. AI for All Minor: Directive of the Provost's Office that will probably be housed in CPLS. Please notify L. Menson-Furr and S. Warren if interested in serving on the committee. R. Serino has already offered to serve.
  - B. CAS Updates

- a. S. Warren is available for Curriculum/Curriculog trainings and assistance with curriculum submissions. Please contact her to schedule.  
Tori Tardugno with the Registrar's Office is offering sessions as well; registration is through Learning Curve.
  - b. Please send suggestions for updates to CAS's Undergraduate Committee Guidelines/Handbook and webpage to L. Menson-Furr and S. Warren.
  - c. Special Topics for Spring: The best time to enter ST proposals for Spring is now, so that they have time to move through the process and appear on the schedule when registration opens. Final deadline is November 1. When planning special topics, keep course transferability, part-of-term availability, and different modalities in mind.
  - d. Senior exams: The college needs 219 juniors and/or seniors to complete an online Gen Ed assessment. Please contact R. Hood, R. Serino, or L. Menson-Furr to volunteer a class to participate. CAS can schedule computer labs if needed.
  - e. Email your department's plan/summary for curriculum to L. Menson-Furr and S. Warren by September 25<sup>th</sup>. Remember, changes to Gen Ed courses cannot be submitted as Low Impact. Be sure to run an impact report on all course revisions, and if result shows other departments, contact them to discuss.
  - f. When preparing for catalog revisions, please review program 4-year plan sections and update if needed. If the 4-year plan is the only update, use the Low Impact Program Revision proposal. Every program's catalog page needs to have this.
  - g. If possible, when submitting a program that will involve new course(s), submit the new course the month prior to submitting the program revision.
4. Advising, Admissions, and Recruitment updates from R. Hood  
Preview Day is September 25<sup>th</sup>: parents will be attending and often want to know what careers the major lead will to.  
Discover your Major Day is October 3<sup>rd</sup>.  
S. Warren will be forwarding you an email after the meeting regarding the Senior Test. Please forward this to your faculty.  
Advising Kick-Off was this past Friday. Advisors were asked to share curriculum concerns (courses often repeated, etc) with you. When planning curriculum revisions, please consult with your advisors as they see a different side of things.  
Next advising meeting is October 4<sup>th</sup>. Faculty are welcome to attend.
5. Scholarship Updates and Announcements from R. Serino  
Notify R. Serino any scholarship updates within the next week: new guidelines, awards, etc. Begin advertising your departmental and CAS scholarships to your students ASAP.  
Tiger Scholarship Manager will open mid-November.

6. The next meeting is scheduled for October 17<sup>th</sup> at 2:30.  
Meeting adjourned at 3:33 PM.