

University Undergraduate Council

November 11, 2022 1:00 - 3:00 PM

Zoom

Minute Attendance

Committee - Voting Members					
✓	Ladrica Menson-Furr (CAS)	✓	Lisa Mendell (CSD)	✓	Joy Hoffman (NURS)
✓	Denis Grélé (CAS)	✓	Nichelle Robinson (COE)	✓	Candace McGowen (NURS)
	Melissa Hirschi (CAS)	✓	Sandra Cooley-Nichols (COE)		Joanne Gikas (CPLS)
✓	Andrew Mickelson (CAS)	✓	Amy de Jongh Curry (HERFF)		Lorraine Meiners-Level (CPLS)
✓	Kurt Kraiger (FCBE)		Claudio Meier (HERFF)	✓	Debra Bartelli (SPH)
✓	Peter McMickle (FCBE)	✓	Larry Weiss (CHS)	✓	Jennifer Turchi (PUBH)
✓	Kelly Mollica (FCBE)	✓	Melissa Puppa (CHS)	✓	Alistair Windsor (Faculty Senate)
✓	Jenna Thompson (CCFA)	✓	Brandt Pence (CHS)	✓	
✓	Sonin Lee (CCFA)	✓	Michael Hutchison (KWS)	✓	
	Christina Moss (CCFA)	✓	Carol Silkes (HPRM)	✓	
Committee - Non-Voting Members					
✓	Carol Danehower (Chair)	✓	Karen Weddle-West (SAS)	✓	Sofiya Dahman (Library)
✓	Alletha Davis (Registrar)		Dale Williams (ACC)		
	Darla Keel (Registrar)	✓	Kathy Walker (AAN)		
✓	Keri Kerr (Registrar)	✓	Sean Holder (OIR)		
✓	Victoria Tardugno (Registrar)		Atlantica Smith (SGA - Student Rep)		
✓	Trent Harper (ASL)	✓	Melinda Jones (Un. Honors)		
Guests					
Proxies					
✓	Elena Delavega (CAS)				
✓	Dot Hale (CPLS)				

University Undergraduate Council

November 2022 Meeting Minutes

November 11, 2022

1:00 p.m. Zoom

I. Call to Order –Carol Danehower, Chair

- Meeting called to order at 1:00 PM

II. Old Business

Approval of Minutes from October

- This will occur at a future meeting.

III. New Business – Curriculum (Details for purpose of minutes and record keeping are attached at end of Agenda)

Note: Low-Impact (LCC) Proposals Report will be provided by email to UUC members no later than November 22.

College of Arts and Sciences (8 votes) – Ladrice Menson-Furr

All proposals passed.

- Anthropology-2 course revisions
- Biology-2 new courses, 1 course revision
- Chemistry – 2 new courses, 4 course revisions
- Chemistry – New concentration in Forensic Chemistry (Chemistry major)
- History – course revision
- IIS – new course
- Philosophy – new course, program revision to major

College of Communication and Fine Arts (3 votes) –Jenna Thompson

All proposals passed.

- Program Revisions to BFA Architecture, ABM Architecture
- Academic Unit Name Change: Department of Art changing to Art and Design
- Revisions (adding 9 hours each) to concentrations in BA Art: Fashion Design, Fashion Merchandising, Global Art Histories, Visual Arts

College of Health Sciences (2 votes) ---Larry Weiss

All proposals passed.

- New Minor – Personal Training; new PHED course
- New course-HMSE 4888 – capstone thesis project in Honors

College of Professional and Liberal Studies (1 vote)—Joanne Gikas

All proposals passed.

- Program revision to Professional Studies, Concentration in Urban Studies

Herff College of Engineering (2 votes) –Amy Curry

All proposals passed.

- 4 Course revisions, 3 new courses in Civil Engineering; Program revision to BS Civil Engineering
- 1 Course revision in Biomedical Engineering

School of Communication Sciences and Disorders -American Sign Language and Deaf Studies (3 votes) – Lisa Mendel, Trent Harper

All proposals passed.

- 5 New courses
- Program revision to ASL and Deaf Studies Major
- Program revision to ASL minor

IV. Information/Discussion

- Curriculog – Program Revision Forms and Catalog Edit
 - Only one of these forms need to be submitted, not both.
- Policy from Provost for UUC Input/FYI— University Holidays and Breaks Policy Draft (attached)
- Tiger SmartStart Program (Textbooks/Barnes and Noble) Info attached
 - All question should be directed to the bookstore.
alowe@bncollege.com

V. Updates/Announcements/Reminders

Curriculog Deadline is November 22 for December 9 meeting proposals to be at UG Review step before moving on to UUC. We should have a large number of proposals for this meeting. Even before providing the council with the Curriculog Agenda, Dr. Danehower may direct you by emails periodically to some of the more significant program revision proposals as they come up for the council's review. January meeting will be for items that had questions or tabled from November or December AND any Academic Program Modification proposals that are ready that are not on cycle for implementation 2022/23 AY.

Upcoming Meetings

Meeting Dates Curriculog Deadline

12/9 **11/22**

1/13 **clean up**

2/10 **TBA on schedule, but only as needed**

3/17 **TBA**

4/14 **TBA on schedule, but only as needed**

5/12 **TBA**

VI. Adjourn

- Moved and seconded to adjourn. The motion passed. The meeting adjourned at 2:36 PM.

November 2022 UUC Curriculum Details: Attachment to Agenda and Minutes
College of Arts and Sciences—November 2022
Approved Course/Program Proposals

ANTH

Title and Description change

ANTH 1100—Biol Anth & Prehistory

Description Change

ANTH 1200—Cultural Anthropology

BIOL

Two New Courses

BIOL 3020—Physiological Aspects of Animal Behavior

BIOL 4605/6605—Biology of Cancer

Add/Delete Prerequisite

BIOL 4320—Biology of Stem Cells

CHEM

Two New Courses

CHEM 4205—Forensic Chemistry Lab

CHEM 4225—Forensic Chemistry

Add/Delete Prerequisite

CHEM 1010

CHEM 4501

CHEM 4511

Title Change/Add/Delete Prerequisite and Add/Delete Corequisite

CHEM 3301

New Concentration

Chemistry—Forensic Chemistry Concentration, (B.S.)

HIST

Description Change and Add/Delete Prerequisite

HIST 3882—Africa to the Americas

IIS

New Course

IIS 4503—Independent Study/Studies

PHIL

New Course

PHIL 3720—Asian Philosophy

Program Revision

Philosophy, (B.A.)

SWRK

New Courses

SWRK 4365—Manhood, Masculinity, and Healthy Male Youth Development

SWRK 4950—Violence Across the Lifespan: An Intro to Forensic Social Work

Course Fee Change

SWRK 4830—Field Instruction Soc Work I

SWRK 4831—Field Instruction Soc Work II

College of Communication and Fine Arts – November 2022

University of Undergraduate Council_CCFA Proposal Summary – 11.11.22

Architecture:

- Architecture (Accelerated BFA-Arch/M.Arch)
[2023-2024 Undergraduate Catalog Change/Edit Form](#)
 - The Accelerated Bachelor's-Master's (ABM) BFA in Architecture to M.Arch program allows outstanding architecture undergraduates to begin the coursework for the Master of Architecture during their fourth year of undergraduate study.
- Architecture, (B.F.A.)
[2023-2024 Undergraduate Catalog Change/Edit Form](#)

- Changing program requirements for specific general education courses by removing SOCI 1010 and ESCI 1010, 1020, or 1040. This opens up one Social/Behavioral course and one Natural Science course.
 - Opening up these two general education lines allows flexibility for students (with previous and/or transfer credits) and is consistent with the exceptions that have been made over the last several years.
- Architecture, (B.F.A)
[2023-2024 Undergraduate Program Revision](#)
 - Following from Catalog Change: Opening up one social/behavioral line and one natural science line to accommodate students with previous/transfer credit, consistent with exceptions that have been made over the last several years.
- Interior Architecture, (B.F.A)
[2023-2024 Undergraduate Catalog Change/Edit Form](#)
 - Changing program requirements for specific general education courses by removing SOCI 1010 and ESCI 1010, 1020, or 1040. This opens up one Social/Behavioral course and one Natural Science course.
 - Opening up these two general education lines allows flexibility for students (with previous and/or transfer credits) and is consistent with the exceptions that have been made over the last several years.
- Interior Architecture, (B.F.A.)
[2023-2024 Undergraduate Program Revision](#)
 - Following from Catalog Change: Opening up one social/behavioral line and one natural science line to accommodate students with previous/transfer credit, consistent with exceptions that have been made over the last several years.

Art:

- Department of Art and Design
[Undergraduate Name Change of Academic Unit, Other](#)
 - The department of Art was recently re-accredited by the National Association of Schools of Art and “Design” (NASAD). Currently, the design curriculum represents $\frac{3}{4}$ of the department’s student body and should be reflected in the department name. The rebranding will help to define and identify content areas for potential students looking for design more clearly.
- Art - Fashion Design Concentration, (B.A.)
[2023-2024 Undergraduate Program Revision](#)
 - Adding 9 hours of art electives back to the concentration requirements that were removed for the track/concentration conversion.
 - Returning the 9 hours of electives will fill the skill, material and technique knowledge gaps created by the previous 9 hour reduction.
- Art - Fashion Merchandising Concentration, (B.A.)
[2023-2024 Undergraduate Program Revision](#)
 - Adding 9 hours of art electives back to the concentration requirements that were removed for the track/concentration conversion.

- Returning the 9 hours of electives will fill the skill, material and technique knowledge gaps created by the previous 9 hour reduction.
- Art - Visual Arts Concentration, (B.A.)
2023-2024 Undergraduate Program Revision
 - Adding 9 hours of art electives back to the concentration requirements that were removed for the track/concentration conversion.
 - Returning the 9 hours of electives will fill the skill, material and technique knowledge gaps created by the previous 9 hour reduction.
- Art - Global Art Histories Concentration, (B.A.)
2023-2024 Undergraduate Program Revision
 - Adding 9 hours of art electives back to the concentration requirements that were removed for the track/concentration conversion.
 - Returning the 9 hours of electives will fill the skill, material and technique knowledge gaps created by the previous 9 hour reduction.

College of Health Sciences -- November 2022

PHED: Personal Training Minor, new course in PHED

New course HMSE 4888 Capstone Thesis Project (for CHS Honors)

College of Professional and Liberal Studies-- November 2022

Program revision to BPS Urban Studies—changing groupings of course choices

Herff College of Engineering –November 2022

UUC HERFF November 2022 Agenda

Summary for Council Meeting on Nov. 11th

Civil Engineering - vote

- 1) Course Revisions (all may be low-impact revisions)
 - CIVL - 2103 - Approx/Uncertainty in Engr
 - Add/Delete Prerequisite

- adding MATH 2421 Honors Calculus II as equivalent prerequisite to existing prerequisite MATH 2120 Calculus II
- CIVL - 3161 - Transportation Systems Engineering
 - Add/Delete Prerequisite
 - Adding prerequisite CIVL 2131 Statics; deleting prerequisite PHYS 2110, MATH 1920 or MATH 2421, deleting corequisite CIVL 2103
- CIVL - 3181 – Hydrology
 - Description, Add/Delete Prerequisite
 - Revised course description to state that course is 2 lecture and 3 laboratory hours per week; credit hours remain at 3 credits
 - Deleting CIVL 2103 prerequisite; retaining CIVL 3180 prerequisite
- CIVL - 3386 - Safety Engineering
 - Title
 - Revising course title to Construction Safety to be consistent with other course electives in the Construction Management concentration

2) New Courses

- CIVL - 4175 - Construction Contracts and Law
 - Elective course supporting the Construction Management concentration; previously taught 2 times as special topics
- CIVL - 4185/6185 - Open-Channel Flow
 - Elective course; previously taught 2 times as special topics
 - 6000-level new course proposal submitted to UCGS
- CIVL - 4510 - Construction Planning and Scheduling
 - Elective course supporting the Construction Management concentration; previously taught 2 times as special topics

3) Program Revision

- Minor editorial changes to program description that were approved in prior year(s), but changes were not made to the catalog copy after approval. Reasons for the oversight are unclear.
- Courses replaced with new courses that were approved in prior year(s), but changes were not made to the catalog copy after approval. Reasons for the oversight are unclear.
- Adding new elective courses. New course proposals also submitted for 2023-2024. New courses were previously taught as special topics.
 - CIVL 4175 Construction Contracts and Law
 - CIVL 4510 Construction Planning and Scheduling
 - CIVL 4185 Open-Channel Flow
- Typical sequence of courses updated to reflect previously approved changes that were approved in prior year(s), but changes were not made to the catalog copy after approval. Reasons for the oversight are unclear.
- Minor editorial changes to ABM program description that were approved in prior year(s), but changes were not made to the catalog copy after approval. Reasons for the oversight are unclear.

Biomedical Engineering - vote

- 1) Course Revision
 - BIOM - 4801 - Introduction to Medical Imaging
 - Credit hours, Add/Delete Prerequisite
 - Adding laboratory component to course; changing from 3 to 4 credits
 - Adding equivalent Honors MATH prerequisites to existing MATH prerequisites; adding MATH 2421 Honors Calculus I and 2422 Honors Calculus II which are honors equivalents to MATH 1910 Calculus I and MATH 1920 Calculus II, respectively

School of Communication Sciences and Disorders – November 2022

University of Undergraduate Council CS-BA Proposal Summary – 11.11.22

American Sign Language & Deaf Studies:

- American Sign Language and Deaf Studies, (B.A)
[2023-2024 Undergraduate Program Revision](#)
 - Catalog changes are added to the following: new course title changes, course numbers, and new AMSL proposal courses.
 - The hours for the major are 42 hours instead of 37. The electives are changed from 39 to 34 hours. Also, there was some course arrangements that need up to date in the catalog.
- American Sign Language Minor (18 hours)
[2023-2024 Undergraduate Program Revision](#)
 - Minor changes in the ASL minor description would be updated.
 - In the ASL minor catalog, AMSL 1020, 2010, and 2010 courses to be required and have 1010 removed from the catalog. The changes in ASL minor should be aligned with World Languages minor requirements.
- AMSL 1011 – Visual Gestural Communication
[2023-2024 Undergraduate New Course](#)
 - The course emphasizes the use and understanding of facial expressions, gestures, pantomime, and body language as it helps individuals to learn to experience the world of silence. Also, it would build their self-confidence in nonverbal communication skills
- AMSL 1015 – Introduction to Fingerspelling
[2023-2024 Undergraduate New Course](#)
 - This course provides targeted development to build student's skills in fingerspelled word recognition and numbering in American Sign Language before they take Advanced Fingerspelling which is already in the catalog.
- AMSL 3011 – American Sign Language VI

2023-2024 Undergraduate New Course

- The ASL curriculum TRUE+WAY ASL has 18 units altogether. The last two units (Unit 16-18) have not been utilized in teaching instruction. Those units allow to add another ASL sequence course. Units 16-18 will allow students to apply receptive and expressive skills from Unit 13-15.
- AMSL 4210 – ASL Classifiers
2023-2024 Undergraduate New Course
 - ASL Classifiers are an important part of learning sign language. Students will use classifiers help to clarify a message, highlight specific details, and provide an efficient way of conveying information.
- AMSL 4211 – ASL Literature
2023-2024 Undergraduate New Course

This course offers students a theoretical understanding of the Deaf identity, belief, and ways of life by sharing various stories and understanding the art form. This course also allows students to practice their storytelling creativity in ASL.

The University of Memphis

AAXXXX – Academic limitations during university holidays and official breaks

POLICIES

Issued:

Responsible Official: Provost

Responsible Office: Academic Affairs

Policy Statement

- No academic activities shall be scheduled on university holidays or during official breaks including study or review sessions which the student may feel obligated to attend;
- No academic assignments should be due on university holidays or during official breaks. Exceptions to this policy must be submitted as far in advance as possible and approved by the Provost.
- Assignments due immediately following university holidays or official breaks should be announced with reasonable advanced notice to students.

Purpose

To pause academic work and activities over official breaks and university holidays; to encourage student wellness and success; and to recognize individual expectations, obligations, or plans during university holidays or official breaks.

Definitions

Official Breaks – The official breaks (spring break and fall break) will occur around the midpoint of the spring term and the midpoint of the fall term. See the Semester Calendar for term specific dates and information.

University holidays – University holidays consist of New Year's Day, Martin Luther King, Jr. Day, Memorial Day, Independence Day, Thanksgiving Day (plus one administrative closing day), and

Christmas Day (plus five administrative closing days.) See the University Holidays calendar for term specific dates and information.

Procedures

Requests for academic events to be held or assignments to be due on university holidays or during official breaks must be submitted to the Office of the Provost. Requests should include sufficient detail to justify the necessity. The Office of the Provost will approve or disapprove the request and will notify the instructor of the decision. If approved, advanced notification must be sent to all enrolled students by the instructor before the end of the first week of classes so students can change sections without academic or financial penalty, if necessary.

Instructors should provide advanced notice to students (preferably at the beginning of the term) if assignments are due the class period following university holidays or official breaks.

Links

Semester Calendars <http://www.memphis.edu/registrar/calendars/>

University Holidays Calendar <https://www.memphis.edu/hr/holidays.php>

Revision Dates

Deans & Directors Updates

Nov 1, 2022

Freshmen Registration Goal

Registration Incentives

Advising Stats

Registration Timeline





Goal: 100% FR Registration

- All FTFT freshmen registered for Spring 2023 classes by end of Fall 2022 semester (Dec 1st)
- ACAD 1100 students will receive priority registration (Nov 14)
- Freshmen registration has been moved to Nov 17
- Registration events:
 - Tues. Nov 15 and Wed. Nov 16: computer labs are reserved for ACAD 1100 classes and will be staffed with ACC, Registrar's Office, and SAS staff (**volunteers needed!**) to assist students in registering during their ACAD 1100 class
 - 11/15 8:00 am-2:30 pm: Clement 219 and Library 225
 - 11/16 12:30 pm-4:00 pm: Smith 110 and Library 225
 - Thurs. Nov 17 9:30 am-2:30 pm: UC Tech Hub is will be staffed with ACC, Registrar's Office, and SAS staff (**volunteers needed!**) to help Freshmen who are not enrolled in ACAD 1100 with registration

Registration Incentives

Registration Incentive Drawings

25 book scholarships for FR who register on their first available date (11/14 or 11/17)

25 book scholarships for FR who register by December 1st

25 book scholarships for any student who register by December 1st

1 free class (\$1300) for any student who registers by December 1st



Advising/Pin Clearance

Semester & Year		Fall 2021			Fall 2022		
Advising College	Headcount	Pin Cleared for Next Term	Pin Cleared %	Headcount	Pin C Fall 2022	Next Term	Pin Cleared %
⊞ Academic Counseling Center	3,276	1,820	55.6%	3,611		1,587	43.9%
⊞ Coll of Prof & Liberal Studies	867	549	63.3%	784		418	53.3%
⊞ College of Arts and Sciences	2,492	1,190	47.8%	2,319		858	37.0%
⊞ College of Education	398	139	34.9%	348		93	26.7%
⊞ College of Health Sciences	1,267	747	59.0%	1,311		761	58.0%
⊞ Comm Sciences and Disorders				5		4	80.0%
⊞ Communication and Fine Arts	1,289	475	36.9%	1,353		499	36.9%
⊞ Fogelman Col of Bus and Econ	1,698	525	30.9%	1,722		1,399	81.2%
⊞ Herff College of Engineering	1,039	442	42.5%	1,013		453	44.7%
⊞ Loewenberg College of Nursing	561	39	7.0%	571		4	0.7%
⊞ School of Public Health	20	11	55.0%	20		10	50.0%
⊞ Wilson School of Hospitality	200	84	42.0%	222		72	32.4%
Total	13,107	6,021	45.9%	13,279		6,158	46.4%



Registration Timeline

11/14 Priority registration

11/15 Senior & junior registration

11/17 Sophomore & freshmen registration

12/1 Deadline for registration incentives

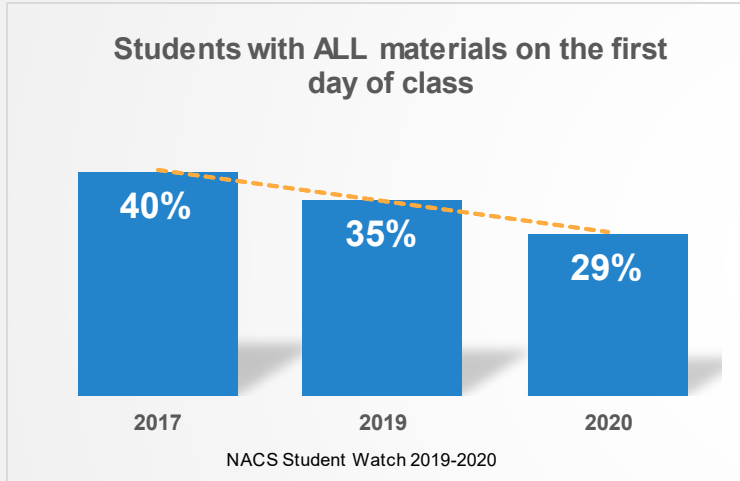


THE UNIVERSITY OF
MEMPHIS

Tigers SmartStart

An innovative course material model supporting student outcomes through equitable access, convenience, and affordability

Students are forgoing getting their course materials and it's negatively impacting their success



85 PERCENT

of students delay or avoid purchasing course materials and **50 PERCENT** of them said that it has negatively impacted their grades*



“ Cost sometimes gets in the way of me purchasing a textbook. For some textbooks that are multiple hundred of dollars, I thought I could just wing it. ”

Jonathan D'Ercole, Student
Campbell University



7 IN 10 students say they would have better grades if they had access to required textbooks and course materials before the first day of class

INTRODUCING FIRST DAY[®] COMPLETE

A proven solution that supports student success

by ensuring students have access to all their course materials on or before the first day of class



STUDENTS AUTOMATICALLY

receive all their books and
access to electronic materials on
or before the first day of class



MATERIALS ARE INCLUDED

Applied as a per credit charge
to the student account



SIGNIFICANT STRESS REDUCTION & COST SAVINGS

for students versus the
traditional model

SUPPORTS ENROLLMENT

Increased Enrollment at Eastern Kentucky University

In Fall 2021, Eastern Kentucky University saw an enrollment increase of 8% among first-time freshmen – the only public four-year institution in Kentucky that saw a year-over-year increase.

The university considers First Day Complete an important resource for recruitment and retention.

25 PERCENT

Of freshman said that the course material program was a factor in their decision to attend their current school.

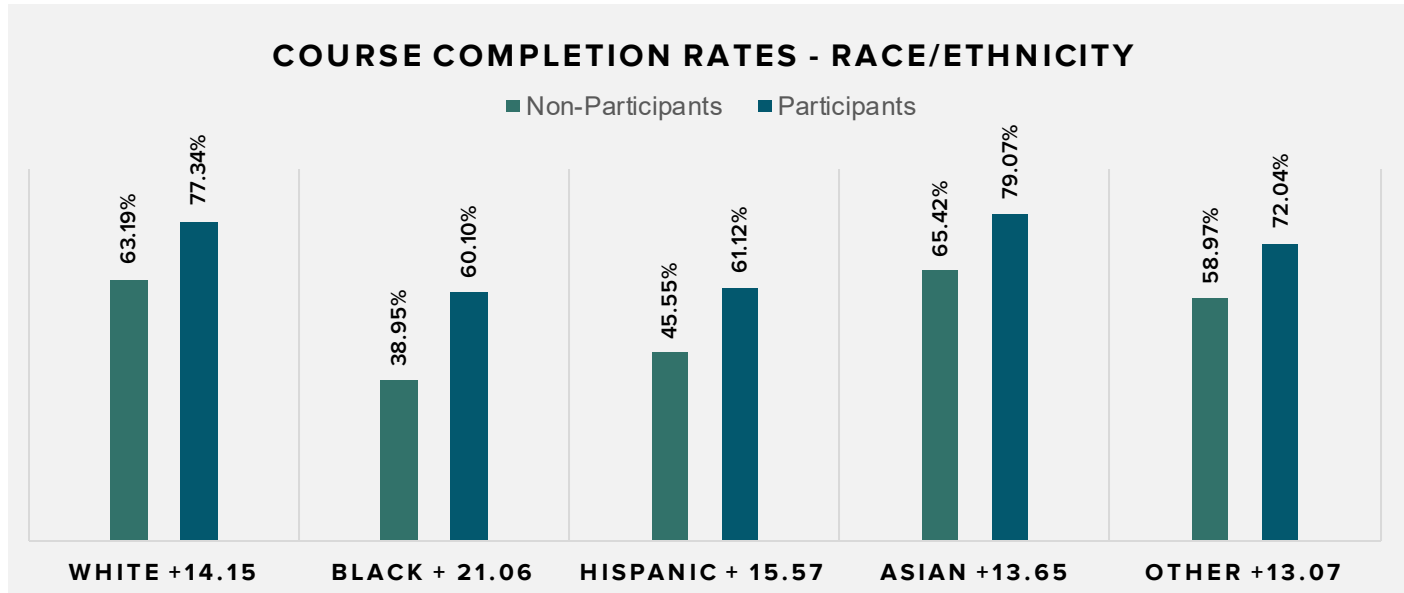
SUPPORTS RETENTION

IMPROVE COURSE COMPLETION RATES

Research shows students who participate in First Day Complete are **15.58% more likely to complete the course** than students that are not in an equitable access program.*

74 PERCENT

of students said the availability of the program increased their likeliness of continuing their education at the school**



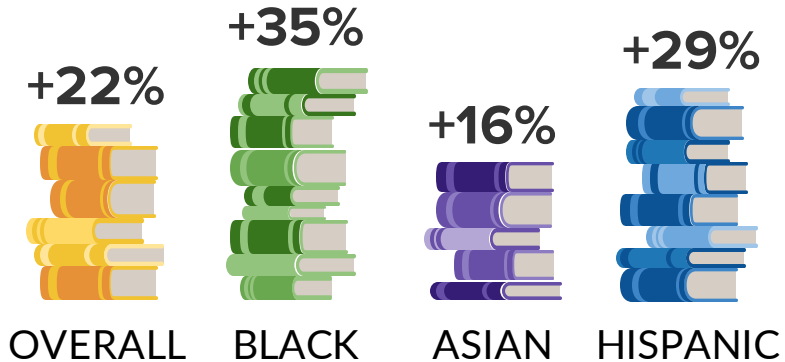
* Inclusive/Equitable Access Research Study, University of New Hampshire, July 2022

** First Day Complete Spring 2022 Student Survey

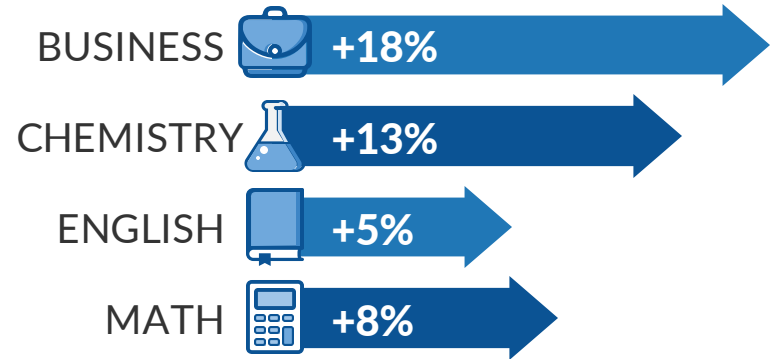
FIRST DAY[®] COMPLETE CASE STUDY: IMPROVING STUDENT OUTCOMES

An institution that implemented FDC in Fall Term 19 has seen a significant increase in Student Retention and Class Performance

Student Retention Improved Across All Ethnicities*



Students Are Achieving Better Results Across Disciplines**



*Students that re-enrolled for a second consecutive semester and remained students through the end of that second semester. Tracked across Fall 2019-Spring 2020 and Spring 2020-Fall 2020 semesters.

**Percentage of students with a C grade or better. Tracked across Fall 2019-Spring 2020 and Spring 2020-Fall 2020 semesters

PERSONALIZED STUDENT EXPERIENCE



Justine, Welcome to First Day[®] Complete

Your course materials for Fall 2021 are now available for in-store pickup or delivery.

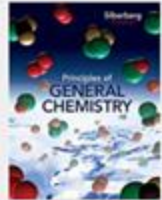
My Courses & Included Materials

You are registered for 3 courses and have 7 available materials.

CHEMISTRY 102A

INCLUDED

PHYSICAL ITEM



REQUIRED
Principles of
General Chemistry
by Dr. Martin Silberberg

DIGITAL ITEM



REQUIRED
My Math Lab with
Pearson eText
by Robert F. Blitzer

Welcome, Justine

- ✓ Registration Opens April 20th
- ✓ Course Material Visibility No Action Required
- Student Pickup/Delivery Selection Begins August 24
- Digital Materials Provided in My Account September 3
- Add/Drop Deadline October 4
- Rental Return Period Begins December 15th
- Last Day for Rental Returns December 31st

STEP 1 | REGISTER FOR CLASS

STEP 2 | VERIFY MATERIALS

STEP 3 | SELECT FULFILLMENT METHODS

STEP 4 | RECEIVE MATERIALS

STEP 5 | END OF TERM:
RETURN MATERIALS

<https://www.youtube.com/watch?app=desktop&v=OoI9TC7vrAo&feature=youtu.be>

WHAT STUDENTS ARE SAYING...

76 PERCENT

would want to participate in the program in the future



"This program has given me the opportunity to be able to pick up my books on time and be ready for classes."

Robert Jordan
Alamo Colleges District

"The program is going to help change a lot of people's lives."

Molly McGowan
Eastern Kentucky University

66 PERCENT

reported the program had a positive impact on their academic success

70 PERCENT

said the program provided them more affordable course materials

"I just went online, logged in and registered, and the books are automatically synced to the classes that I was in."

Terrell Richardson
North Carolina A&T



"Not having to worry about books really takes a load off and is more convenient. Before this program, I didn't have all my materials and my grades were affected."

Jose Valesquez
Lees-McRae College

63 PERCENT

said the availability of the program increased their likeliness of continuing their education at the school



"Before the program I decided not to buy the books for a class on some occasions. I definitely feel less stress now having the book at the beginning of the semester."

Cassandra Hall
Jacksonville University

IMPROVING EQUITABLE ACCESS, CONVENIENCE & AFFORDABILITY AT THE UNIVERSITY OF MEMPHIS

First Day Complete
Pricing per credit hour

\$24

Full Time Student would
now only spend

\$360

(Based on 15 credit hours)

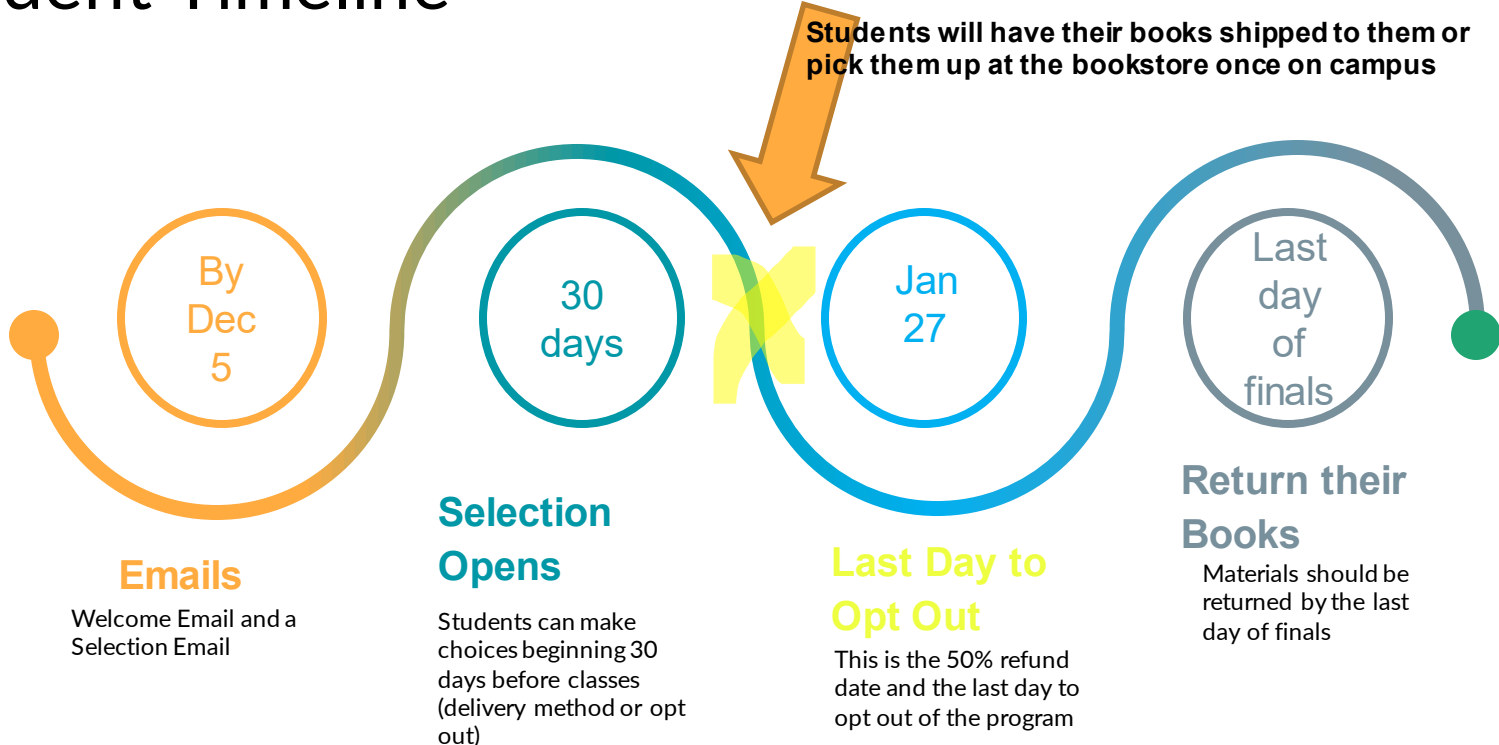
*U of M currently
recommends allocating

\$800

for books and supplies an
academic term

*<https://www.memphis.edu/financialaid/eligibility.php>

Student Timeline



By
Dec
5

Emails

Welcome Email and a Selection Email

30
days

Selection Opens

Students can make choices beginning 30 days before classes (delivery method or opt out)

Jan
27

Last Day to Opt Out

This is the 50% refund date and the last day to opt out of the program

Last
day
of
finals

Return their Books

Materials should be returned by the last day of finals

Students will have their books shipped to them or pick them up at the bookstore once on campus



Amanda Lowe

General Manager

Certified Textbook Trainer

University of Memphis Bookstores

Phone: (901) 678-2011 Ext 3976

Email: alowe@bncollege.com

Email: alowe5@memphis.edu

Website: memphis.bncollege.com

[Tiger SmartStart FAQs](#)