



Undergraduate Academic Affairs Sub-Committee Minutes
Thursday, November 9, 2023
DB 406

Members in Attendance: L. Dorsey, G. Barker, L. Burke, E. Crowell, E. Gockel-Blessing, J. Haugen, G. Lopiccolo, D. Manos, J. Nichols, D. Pike, M. Rozier, J. Rust, S. Sell, S. Steadman, S. Tyuse

Absent: T. Breitbach, L. McLaughlin, S. Steadman, M. Toups

- I. Approval of Meeting Minutes – October 12, 2023
Motion to approve October 12, 2023, minutes was put forward Sabrina Tyuse and seconded by Scott Sell.
- II. Academic Programs:
Accelerated Scholars Track (B.S. & M.S. in Speech Language and Hearing Sciences) – Elizabeth Blessing.
 - The SLHS Department has revised and resubmitted the Accelerated Scholars Track proposal for approval. It is noted that the English 1900 is listed twice and needs correcting. A motion to approve was made by Ellen Crowell and seconded by Scott Sell. The proposal was unanimously approved and will be moved to the December CADD meeting for approval.
- III. Old Business: None
- IV. Policy Review:
 - Prerequisite Policy - The updated policy was provided for review.
 - The Office of the Registrar will provide oversight, review of transcripts, dropping of courses and notification to students.
 - Notifications to faculty to submit grades on time should start earlier especially for prerequisite students and include information on the scholarship piece and how late submission can negatively affect the student.
 - The final paragraph under SLU Courses should be the second.
 - Add a sentence to check-in with your advisor.

- Recommend two notifications to students prior to dropping them from a course.

Jay's team will provide updates per committee recommendations.

- Special Topics -- Suggestions
 - Adding language that special topics courses cannot be cross listed with permanent courses.
- Programs may not make Special Topics a requirement for a program.
- Policy on Independent and Directed Study Courses - Tabled
- Latin Honors - Tabled
- Undergraduate Audit - Tabled

V. Discussion Item: Letter of support for academic proposals

The committee discussed the need for intentional communication between departments when proposing a new academic program that impacts another academic program. Specifically, the following academic proposal prompt:

- *Does the curriculum of the proposed program require student enrollment in courses or other academic resources from departments other than the department(s) offering this proposal? If so, document support from all affected departments, and confirmation that resolutions to any related concerns have been reached (and how).*
- The primary concern is how 1st year courses will be impacted by undergraduate university growth. The subcommittee determined that there is no need for the Core to submit a formal letter in the academic proposal process. However, they continue to strongly encourage all academic programs planning to expand growth/enrollment to meet with the Director of the Core to facilitate curricular planning, e.g., increased enrollment in Core courses; discuss the plan for integration of the Core into the program; what capacity needs might be required, will additional resources be required?

VI. Announcements: None

The next UAAC Sub-Committee Meeting December 14, 2023.