

Undergraduate Studies Committee

Tuesday, January 16, 2024
12:45 p.m. Online via Zoom

Meeting Minutes

Attending Voting Members: Promila Dhar (BME), David Gidalevitz (PHYS), Erin Hazard (HUM), Kathiravan Krishnamurthy (FDSN), Steve Kleps (CAEE), Eva Kultermann (ARCH), Nicole Legate (PSYC), Yuting Lin (BIOL), Yuri Mansury (SSCI), David Maslanka (AMAT), Erdal Oruklu (ECE), Victor Perez-Luna (CHBE), Ray Trygstad (ITM/Secretary), John Twombly (SSB), Murat Vural (MMAE), Ben Zion (CHEM), Fred Weening (Chair)

Also Attending: Anri Brod (Libraries), Diane Ffiles (University Accred), Joseph Gorzkowski (AA), Kyle Hawkins (AMP), Mary Haynes (UGAA), Pam Houser (INTM), Melanie Jones (Armour Academy), Sang Baum Kang (SSB), Christopher Lee (Registrar), Tracey McGee (ELS), Abby McGrath (Enrollment Services), Jamshid Mohammadi (GSC), Kathleen Nagle (ARCH), Nichole Novak (Libraries), Joseph Orgel (VPAA), Georgia Papavasiliou (Armour), Ayesha Qamer (Registrar), Zipporah Robinson (Academic Success), Norma Scagnoli (CLI), Gabrielle Smith (AA), Mary Jorgenson Sullivan (ELS), Mallik Sundharam (VP Enrollment Management), Liad Wagman (SSB/CSL), Jeff Wereszczynski (PHYS/BIOL), Marla Kay Workman (Grad Admissions)

1. **Approval of minutes from 11/14/2023 meeting and minutes from the 11/28/2023 meeting.**

Motions to approve the 11/14/2023 minutes and the 11/28/2023 were approved by common consent.

2. **Updates from Academic Affairs.**

Joseph Orgel's remarks in summary:

Joseph discussed the Town Hall on the reduction in minimum hours required for degrees showed that the faculty supports the 120 hour undergraduate degree, and the proposal would go to the University Faculty Council on Friday January 19. He then discussed the Academic Standing results for Fall 2023, noting that while the percentage of student on probation has continued to increase, the rate of increase is slowing. The most recent increase was from 9.5% to 12%. He commented that this appeared to be a post-COVID phenomena. David Maslanka asked if there was an increase in the average length of time for students on probation to complete their degree. Joseph Orgel replied that he was not able to provide a precise answer, but in general we do not see much of an increase in time to complete degrees due to probation.

3. **Revision of courses and CIP codes in preparation for new program: BS in Game Production Management was discussed by Liad Wagman.**

Liad noted that this was a minor change to the program CIP (Classification of Instructional Program) Code for this proposed program, and in courses in the program to better align with the CIP Code. [Note: new CIP Code is 09.0702 - Digital Communication and Media/Multimedia; original CIP Code was 11.1099 - Computer/Information Technology Services Administration and Management, Other]

This was accepted by the Committee as an informational item with no need to take a vote.

4. **International GPA recalculation process was presented by Marla Kay Workman.**

Mallik Sundharam, Vice President for Enrollment Management and Student Affairs introduced Marla Kay Workman, Director, International Enrollment Management from his office. Marla presented the process of standardization of the evaluation process for academic transcripts, including international credential evaluation. She covered the broad range of international grading scales and types of institutions, with a particular focus on India and China, and the challenges this poses for the admissions process. Processing volume for student applications has grown to nearly 25,000 per year and this is expected to continue to increase. A principal issue is the implementation of seasonal work in such a way as to be cost efficient while maintaining a target

decision turnaround time of 7-10 business days. She laid out the structure of the process and described the process and outcomes of Foreign Credential Evaluation.

Joe Gorzkowski noted that Academic affairs will still evaluate credits, and Joseph Orgel commented that we should provide insights on issues in qualities of admits. Kathiravan Krishnamurthy remarked that it is useful to know how this is done, but do we have sufficient manpower to evaluate 25,000 applications? Mary Kay Workman replied that we need and use trained professionals from outside as necessary. Mallick Sundharam indicated that we are also working to use AI to assist with this process.

Murat Vural asked if we are dropping requirements for ACT/SAT? Mallick Sundharam replied that this is the way the world is moving so we are preparing. Joseph Orgel pointed out that committees in departments have the right to make decisions as to use of standardized tests, so do that—but please don't do anything rash, as we have to continually assess our assessment process.

5. **Elimination of undergraduate Materials Science and Engineering Program (BS-MSE) in MMAE department**
6. **Elimination of Minor in Materials Science**
7. **Informational Item: Minor Revision of prerequisites in MMAE 432 Design of Mechanical Systems course**

Items 5, 6, and 7 were all presented by Murat Vural and stem from a realignment of course offerings in the MMAE Department. They were presented for the first time. Murat noted that we will freeze admissions to these programs and will support students in Materials Science until all students are complete. Consequently there will be a phasing-out period of two to three years. Joseph Orgel suggested placing the program on hiatus which will remove it from upcoming Bulletins, but would allow all courses to continue until all students can complete the courses necessary for their major. Erdal Oruklu was curious about 7-9 courses slated for discontinuation with the concern that some of them are part of the ECE programs; Murat Vural requested that Erdal send him an email about specific concerns.

As time for the meeting was at an end, Yuri Mansury moved to adjourn, Ben Zion seconded, and the Chair adjourned the meeting at 1:44 pm.