Executive Summary

The UBUS approved and forwarded to the Academic Senate a total of seven program actions during 2014-15, including a change in the attendance policy to include absences for religious observance as excused, the creation of a Major in Biophysics and the reorganization of the Major in Classics, the creation of Concentrations in German Studies and in Engineering Leadership, and the discontinuation of the Minor in Fine Arts-Motion Narrative and the Concentration in Engineering Service.

In addition to these program changes, the majority of the committee’s effort was focused on the discussion of two topics. The first of these was the procedure for implementing the major curricular changes in the Colleges of Arts and Sciences, Communication, and Professional Studies and the ability of current students to switch from the old to the new curricular requirements. After extensive discussion, the UBUS recommended that all current students be given the opportunity to switch and recommended a procedure for allowing these switches to occur in a manageable fashion. The second topic of discussion was existing policies regarding the ability of students in one college to declare a second major in another college; currently the colleges differ in whether this practice is allowed. After extensive discussion, the UBUS agreed that the current policies reflect the relationships between majors and degrees within individual colleges and should not be changed.
UBUS Committee Description
The University Board of Undergraduate Studies is a standing committee of the University Academic Senate. The Board addresses undergraduate educational affairs that affect more than one college, school, or program and serves as a forum for the discussion of the development, coordination, integration, and improvement of all undergraduate education.

Committee Membership
Edward Blumenthal (Chair) – Klingler College of Arts and Sciences, Natural Sciences
Gary Meyer – Vice Provost for Undergraduate Programs and Teaching (Ex Officio)
Sandra Cleveland – College of Professional Studies
Scott D’Urso - Diederich College of Communication
Estefania Elizondo – Marquette University Student Government (did not attend)
Susanne Foster – Klingler College of Arts and Sciences, Humanities
M. Behnam Ghasemzadeh – College of Health Sciences
Jill Guttormson – College of Nursing
Matthew Lipina – Marquette University Student Government (fall)
Farrokh Nourzad – College of Business Administration
Stephanie Quade – Dean of Students (Ex Officio)
James Richie – Opus College of Engineering and UAS Liaison
John Su – Director of the UCCS (Ex Officio)
Norman Sullivan - Klingler College of Arts and Sciences, Social Sciences
Joan Whipp – College of Education

It should be noted that, for the majority of the meetings, there was no student representation on the UBUS due to one MUSG representative studying abroad during the spring semester and the second MUSG representative not attending any meetings. The MUSG president was notified by the UBUS Chair of this situation at the start of the spring semester.

Meeting Schedule

UAS Charge to Committee
The UBUS was not given a charge by the UAS.

Committee Work and Accomplishments

Program Actions Forwarded to Academic Senate

- A change in the attendance policy to add religious observance as an acceptable reason for excused absence from class.
- Discontinuation of the Minor in Fine Arts-Motion Narrative
- Creation of a Concentration in Engineering Leadership
- Creation of a Major in Biophysics
- Creation of a Concentration in Multidisciplinary German Studies
Reorganization of the Classics major: elimination of the Major in Classical Languages and the Major in Classical Studies and creation of a Major in Classics

Discontinuation of the Concentration in Engineering Service in all Engineering Majors

**Additional Committee Discussions and Actions**

- Ability of current students to switch from one bulletin to another. Prompted by the major changes underway in the curricula of the Colleges of Arts and Sciences, Communication, and Professional Studies, the UBUS, had extensive discussions about whether to allow existing students to switch to the new curricula. These discussions focused on creating a policy that would be fair, consistent, and practical. The UBUS, in consultation with the Registrar, recommended that all students that are actively registered in the fall of 2015 be given the opportunity to switch to the new bulletin, and a procedure for allowing students to switch was outlined. These recommendations have been adopted by the Colleges of Arts and Sciences and Communication.

- The ability of students to declare a second major in another college. The UBUS considered the current “asymmetric” rules regarding a student’s ability to declare a second major in another college. Currently, only the Colleges of Arts and Sciences and Communication allow “outside” students to pursue a second major within these colleges. The ensuing discussion considered the differing meaning of a major, as distinct from a degree, in the different colleges. It was ultimately decided that the current policy accurately reflected the needs of the various colleges and should not be changed.

- Removal from the bulletin of courses that have not been offered in at least 10 years: during the summer of 2014, the Registrar’s office identified 117 courses (both Undergraduate and Graduate) that had not been offered in at least 10 years. After discussing this issue, the UBUS agreed that we should notify departments about these courses but should not mandate any specific actions. Accordingly, the Chair of UBUS sent emails to department chairs with lists of these “dormant courses”. Many of these courses have now been removed from the bulletin. In at least one case, the email resulted in a department-wide discussion of curricular reform.

- Upper-division requirements for majors and minors. The UBUS considered whether a university-wide policy was needed regarding the number of upper-division credits for a major or minor. After discussion, the UBUS agreed that no such policy was necessary at this time.

- Number of final exams permitted on a single day. The UBUS considered a request from MUSG to lower the number of final exams that a student must take on a single day from 3 to 2. Such a change would currently require accommodation of approximately 1600 students each semester. The UBUS agreed that accommodation on that scale was not possible but endorsed the idea that the Registrar should consider changes to exam scheduling to reduce this problem.

- Credit overlap allowed between different academic programs. The UBUS considered whether a university-wide policy was required regarding the number of credits that could count simultaneously toward two majors or toward a major and a minor. Current policies differ among the various colleges. After some discussion, there was concern that trying to create a uniform policy might create more problems than it would solve, and the issue was tabled.

- members of the UBUS met with external reviewers as part of the UCCS program review
- discussion of the new Academic Honors policies and procedures
- endorsement of a uniform policy regarding College Level Credit by Exam
Unfinished Business

none

Committee Recommendations for Unfinished and Future Business

Concerns were raised regarding the ability of departments to control the requirements of their own academic programs. Under current procedures, if a student in one college has a major or minor in another college, the student’s home college has the ability to grant waivers to the requirements of that program. The UBUS recommends that this policy be discussed in 2015-16.