

**UNDERGRADUATE ACADEMIC AFFAIRS COMMITTEE
MEETING MINUTES
OCTOBER 2, 2019**

I. Internship Committee

Matters discussed was whether there should be a travel stipend provided to students to allow them to get to their respective internship duties and whether there should be a bus dedicated to transporting faculty members into the city - what would be the cost involved to have a charter bus to serve this purpose?

II. Living/Learning Communities

In search of academic mentors to participate in this initiative. The plan is to follow the Honors College model

III. Mid-Semester Advisory Review

The Connect system has student demographic data, though it only shows data on active students. The Institutional Research committee has done a high-level review of the students who are involved in the review. The next step is to examine student retention and performance. The Student Affairs Committee expressed an interest in providing input on developing a survey as well.

IV. Revision to FPS 11 - Academic Honesty

A draft is ready for review. Need to confer with the Graduate Affairs Committee.

V. Academic Review Committee

Refers to students who were dismissed and readmitted due to bad grades. Desire to more closely examine the following: completion ratio, students not achieving credits, conditions necessary for readmittance, review the language of the procedures, and how to address repeat offenders. Currently the undergraduate bulletin has language that addresses dismissal.

VI. Retention of Students

Discussion was had to create an additional layer of support for students who are at risk by having faculty partner with the Center for Academic Excellence. It was also suggested that at risk students also be required to complete an academic plan with their academic advisor. It would also help to have a checklist or other such written record to document progress. It was noted that advisors were provided with a toolkit to help build supports for students.

VII. Global Education and Implementation

Some discussion was had surrounding the implications and considerations of the programs as well as consistency among programs.

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