

1 November 2022

TO: **Undergraduate Studies Council Members:** Jessica Birnbaum, Carrie Cumming, Kirsty Eisenhard, Lori Gray, Carly Hagins, Irma Lopez, Colin MacCreery, Dawn Mason, Susan Piazza, Jill Rowe, Bruna Louise Silva, Scott Slawinski, Sue Steuer, Nicolas Witschi
Advisory Member: Edwin Martini
Ex Officio: Lisa DeChano-Cook

GUEST(S): Dustin Altschul, Faculty Specialist, Richmond Institute for Design and Innovation; Nichole Andrews, Faculty Specialist, Statistics; Jay Berkow, Professor, Theater; Jason Johnson, Faculty Specialist, Computer Science; Kathryn Wagner, Associate Professor, Theater

FROM: Diane Riggs, Chair

Undergraduate Studies Council

AGENDA

8 November 2022, 3 to 5 p.m.

[Webex Link](#)

1. **Call to Order**
2. **Acceptance of the Agenda**
3. **Approval of Minutes**
 - a. Undergraduate Studies Council – 11 October 2022 Minutes
4. **Reports of Officers**
 - a. Chair Report – Riggs
 - b. Ex Officio Report – DeChano-Cook
5. **Reports of University Representatives**
 - a. Interim Curriculum Manager – Witschi
 - b. Vice Provost and Dean, Merze Tate College – Martini
6. **Unfinished Business**
 - a. Syllabus Template MOA 20/03 Recommendations – Riggs
 - b. USC Representatives Appointments – Riggs
7. **New Business**
 - a. Curriculum Proposals
 - i. Music Theater Performance Certificate – Berkow
 - ii. Minor in Costume Design – Wagner
 - iii. Interior Architecture and Design – Altschul
 - iv. Data Analysis Minor (DALN) – Andrews
 - v. Cybersecurity – Johnson
 - vi. Cybersecurity Minor – Johnson
8. **Announcements**
9. **Adjournment**

COUNCILS ONLY: Elected members who cannot attend the meeting are asked to send a substitute of their choice who also represents their respective college. Non-elected members are not restricted as to whom they may designate to substitute for them.