

7 March 2023

TO: **Undergraduate Studies Council Members:** Said Abubakr, Jessica Birnbaum, Carrie Cumming, Clifton Ealy, Lori Gray, Carly Hagins, Sam Longlet, Irma Lopez, Dawn Mason, Susan Piazza, Jill Rowe, Scott Slawinski, Sue Steuer, Nicolas Witschi
Advisory Member: Colleen Stano, Edwin Martini
Ex Officio: Lisa DeChano-Cook

GUESTS: Katie Easley, Director, Student Success Services; Gwen Tarbox, Professor of English; Shawn Tenney, Director of Service Learning, Career and Student Employment Services

FROM: Diane Riggs, Chair

**Undergraduate Studies Council
AGENDA**

14 March 2023, 3 to 5 p.m.

[Webex Link](#)

1. **Call to Order**
2. **Acceptance of the Agenda**
3. **Approval of Minutes**
 - a. Undergraduate Studies Council – 14 February 2023 Minutes
4. **Reports of Officers**
 - a. Chair Report – Riggs
 - b. Ex Officio Report – DeChano-Cook
5. **Reports of University Representatives**
 - a. Curriculum Manager – Witschi
 - b. Vice Provost and Dean, Merze Tate College – Martini
6. **Unfinished Business**
7. **New Business**
 - a. Service Learning Committee – Tenney
 - b. Transfer of Credit Committee – DeChano-Cook
 - c. ChatGPT Presentation – Tarbox
 - d. Student Success Hub – Easley
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.