McCausland Undergraduate Committee Meeting Minutes

September 15, 2026

10 AM-11 AM

Petigru 321

Committee Members in Attendance: Dawn Campbell (WGST), Steven Derochers (MATH), Alex Reynolds (PSYC), Rebecca Stern (ENGL), Amy Taylor-Perry (CHEM), Jeff Turner (PHIL), and Amanda P. Zeigler (BIOL)

Ex-Officio Members not in Attendance: Christy Friend and Karen Thompson

Steven Derochers will take responsibility for recording minutes for meetings in the fall from Amanda Zeigler, with support from Rebecca Stern.

The meeting was called to order at 10:00am.

Minutes from the April 2026 meeting were approved with no revisions/changes.

Welcome to new members

- The committee welcomed new members Alex Reynolds (Psychology) and Jeff Turner (Philosophy) to the committee.
- We clarified the time remaining for committee member terms:
    - Dawn Campbell is chairing this year and will shift off the committee at the end of the year. Rebecca will also shift off the committee at the end of this year.
    - Steven Derochers, Amanda Zeigler, and Amy Taylor-Perry have one more year on the committee after this year.
    - Jeff Turner and Alex Reynolds are starting a three-year term.

Scantrons

- Alex brought up the issue of scantrons being phased out. There is interest in using more in-person options for assessments like scantrons with the prevalence of AI tools.
- There are concerns with increasing grading burden if scantrons are fully phased out as well as FERPA concerns with third party options.
- Dawn said that she would reach out to Jean for assistance.
- CTE is also a possibility for guidance on additional options.

- Steven brought up the possibility of using Gradescope as an option to consider.

Course Enrollment Policies

- Sonya Brown agreed to meet with the committee to answer questions on policies regarding course enrollment caps and lower thresholds.
- The committee is considering a formalized justification process for course scheduling.
- The committee has questions concerning work equities and general policies from the college.
- For example, differences in class size caps for online vs in-person courses. We also have questions on large enrollment courses and on internship courses.
- Enrollment caps are set on the department level, not the college level. However, the college would like to have conversations with units before large changes are made.
- Course minimums for face-to-face classes have several tiers. Fifteen at 100-200 level driven by small language and writing courses aiming for around 20 students. If only one section out of many is low-enrollment, the college doesn't worry as much. If many sections are low-enrollment, they try to combine and better fill out sections.
- Some of the discussion is driven by the availability of classrooms, especially 300+ person classrooms. There are only around three 300+ classrooms available on campus, so overall few sections that large are offered.
- Questions of faculty equity in workload should be addressed at the department level.
- Half-semester options for courses were discussed as an option to address some issues.
- Rebecca brought up the new advising system and changes in the number of majors for some departments. Sonya speculated that some advisors may have standard advice that steers students differently than what may have happened compared to the older system. She suggested talking to Christie Friend for more specific information, and the committee talked about some marketing ideas for attracting additional majors. Sonya also pointed out that we have the Carolina Core to help with our enrollment, and other units might be more aggressive in recruiting majors to make up the difference.
- Discussion on Internship courses. Some departments have a more cohesive model than others. When does it become a class vs independent study? Class format the college asks to work with the department. Is it group instruction, and what is the

level of work put in by the instructor vs a usual class. There isn't enough critical mass to have an across-the-board statement.

- Karen Thompson should be in some of these low enrollment conversations along with Lydia Frass.
- College is reluctant to count large classes as 2 lectures. Departments are expected to help somehow offset the workload of large enrollment courses in some way (e.g. aid in grading from graduate students).

The meeting adjourned at 11:00am.