




TO: Kenyon Chan, Chancellor

FROM: Susan Jeffords, Vice Chancellor for Academic Affairs 

DATE: June 1, 2010

SUBJECT: Reauthorization of the Center for University Studies and Programs Charter

ATTACHMENTS: EC CUSP Recommendations, 4/13/10
CUSP Review Report, 8/20/09

Kenyon, I have reviewed and recommend approval of the attached EC CUSP Recommendations, which call for reauthorization of the Center for University Studies and Programs Charter and suggest revisions to improve its activities and administration to support the ongoing growth and development of lower division programs at UW Bothell.

The recommendations have broad support from the faculty and campus constituents, having resulted from a series of collaborative processes beginning with the formal CUSP Review completed in August of 2009. Jointly appointed by me and the GFO Executive Council (EC), the review committee sought input through interviews and research, a faculty survey, a campus retreat discussion, and other sources, in order to develop the comprehensive report that has informed the EC deliberations over the course of the 2009-10 academic year. In formulating its recommendations, the EC has engaged faculty from all programs in reflection and deliberation on the CUSP Review Report through discussions within the programs, as well as use of a Catalyst discussion site, a general GFO meeting devoted exclusively to CUSP, other campus conversations, and extensive discussion at EC meetings.

Implementation of recommended revisions to CUSP will begin immediately and continue throughout a 2010-11 transition year; therefore, I am requesting that you formally take two actions:

- 1) Extend the current CUSP Charter (approved 11/3/2005) for one year, with the EC CUSP Recommendations serving as an amendment; and
- 2) Reauthorize the CUSP Charter for a second three-year period beginning in Fall 2011, contingent upon a) completion of an addendum to the charter articulating the changes implemented, and b) approval of the addendum by the EC and VCAA.

I am appointing a CUSP Implementation Task Force (CITF) to begin work this spring to build on the accomplishments of CUSP and guide the implementation of recommended enhancements. At the end of the transition period and based on the guidance of the CITF, the CUSP Director and FOCUS will complete an addendum reflecting the changes implemented; together the Charter and the approved addendum will become the formal documents guiding CUSP for next three years. The next CUSP review will be held at the end of that period.

I look forward working with you to support this exciting work as we continue to develop the distinctive lower division programs that are central to UW Bothell's vision for the future.

Approved 
Kenyon Chan, Chancellor

Date: June 5, 2010