

MICHIGAN STATE UNIVERSITY
University Committee on Undergraduate Education

DRAFT MINUTES

Thursday, April 30, 2015

10:15 A.M. to 12:00 P.M.

Board Room, 4th Floor Administration Building

Attending: Daniel Bergan, Teresa Bitner, Giles Brereton, Patrick Crane, Kiki Edozie, Kyung-Hwan Han, Eli Kean, Karen Klomparens, Peter Magyar, John Merrill, Richard Miksicek, Debra Nails, Renata Opoczynski, Helene Pazak, Jesenia Pizarro Terrill, Fred Rodammer, Lorenzo Santavicca, Cassandra Shavrnock, Cynthia Taggart, Abraham Wheeler

Absent: Doug Estry, Austin Jackson, Matt Pontifex, Ryan Sweeder, Rachel Tate

The agenda was approved.

The minutes were approved from April 2, 2015.

Comments from the Chairperson

Chairperson Taggart stated that the Grief Absence Policy was unanimously approved by University Council. The Policy allows students to work with their Associate Dean to alert their faculty regarding the loss of a family member. Chairperson Taggart spoke on behalf of Associate Provost Estry thanking all UCUE members for their service on the committee. It was noted that two UCUE members for 2015 – 2016 were in attendance; Rich Bellon representing Lyman Briggs College and Emily Tabuteau representing Social Science.

Comments from the Associate Provost for Graduate Education

On behalf of Dr. Estry, Associate Provost Klomparens thanked the group for their valuable work and service to the University.

Request for a New Minor in Classical and Ancient Mediterranean Studies (Action Item)

Marshall Olds, Chairperson, Dept. of Romance and Classical Studies (RCS)

Jon Frey, Associate Professor, Dept. of Art, Art History, and Design

The committee unanimously granted voice to Chairperson Olds and Associate Professor Frey.

Chairperson Olds stated that there remains a significant interest in classical studies and felt a minor in the area was necessary to establish continued interest. Every other peer institution offers programs in classical studies. Chairperson Olds felt not having any program at all in classical studies could put MSU students at a disadvantage. He stated that there is sufficient support by the core faculty to have the minor. The goal for the minor is to show students the different ways one can study the classical world. It was noted that the minor is open to all undergraduate students at the University. No new courses are needed for this minor.

Voice was withdrawn from Chairperson Olds and Associate Professor Frey.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the request for a new Minor in Classical and Ancient Mediterranean Studies with the recommendation that CLA 190 is available in the course catalog for students to choose.

Request for Changes to the Transfer Student Admission Section of Academic Programs (Action Item)

Mike Cook, Senior Associate Director, Admissions
Alexander Torres, Assistant Director, Admissions

The committee unanimously granted voice to Associate Director Cook.

Associate Director Cook indicated that the process for transfer student admissions needs to be changed in order to be more efficient. Prior to application review, transfer applicants are required to self-report their academic records. If a transfer student is admitted, then that student is asked to send an official transcript to the Office of Admissions for verification of their courses and grades. International students are required to provide an official transcript when requesting to transfer to MSU. The Office of Admissions receives 5,000 applications for transfer students per year and only admits approximately 2,000. By not requesting official transcripts for domestic students until they are officially admitted, this saves time for the Office of Admissions by not having to handle 3,000 additional transcripts.

Chairperson Taggart passed out a document prepared by Associate Provost Estry showing track changes to the Transfer Student Admission process. Each suggested change was discussed with Associate Director Cook, and he indicated he would make the changes to the Transfer Student Admission document.

It was noted that sometimes students with an outstanding academic record are admitted without having met the algebra requirement as a transfer student. The Office of Admissions would like to retain the flexibility to do this on a case by case basis. Concern was voiced that if students are admitted without the algebra and writing requirements, this could slow down a student's time to degree completion.

Debra Nails noted that it should be made clear to transfer students that, if admitted, they will need to provide an official transcript since self-reporting can be misleading to young students. Debra Nails noted various typographical errors in the Transfer Student Admission document and stated she would send them to Associate Director Cook.

Voice was withdrawn from Associate Director Cook.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the request for changes to the Transfer Student Admission Section of Academic Programs with the following recommendations:

Make the changes suggested by Associate Provost Estry to the Transfer Student Admission document per discussion at today's UCUE meeting.

Subcommittee Update from Kiki Edozie

Kiki reported that the subcommittee on the faculty senate issues has met three times. However she did not have a report prepared from the committee at this time. She requested that the work of the subcommittee be carried over into Fall semester, 2015.

Election of 2015-16 Officers

UCUE Chairperson: Nominations were requested from the floor. Various UCUE members indicated that due to time constraints, they did not want to be considered for Chairperson. Patrick Crane volunteered to be Chairperson. However, there is some possibility that he will not be at MSU next year. If this is the case, he will need to be replaced.

UCUE Chair: Patrick Crane, Approved.

UCUE Vice Chair: Richard Miksicek, Approved.

UCUE faculty Liaison to Athletic Council: Fred Rodammer, Approved.

UCUE liaison to Military Education Advisory Committee: Emily Tabuteau, Approved.

Roundtable

Arizona State University is offering an online undergraduate program for \$200 per semester.

UCUE members thanked Chairperson Taggart and Associate Provost Estry for their work on UCUE.

Meeting adjourned at 11:25 am.

Respectfully submitted by Lynne Frechen.