

MICHIGAN STATE UNIVERSITY
University Committee on Undergraduate Education
DRAFT MINUTES

Thursday, December 3, 2015

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

Board Room, 4th Floor Administration Building

Attending: Eva Almenar, Wayne Askew, Rich Bellon, Giles Brereton, Andrew Corner, Doug Estry, Michael Giles, Gary Hoppenstand, Jolynne Judge, Peter Magyar, John Merrill, Richard Miksicek, Randy Napoleon, Matt Pontifex, Fred Rodammer, Lorenzo Santavicca, Jessica Sender, Emily Tabuteau, Colleen Tremonte

Absent: Walter Buhro, Jan Eberle, Kathy Forrest, Austin Jackson, Helene Pazak, David Shaft, Cassandra Shavrnoch

The agenda was approved.

The minutes were approved from October 22, 2015.

Comments from the Chairperson

Chairperson Hoppenstand stated that at the November 3 Steering Committee meeting, the possibility of a fall semester break was discussed and per the Provost's request, forwarded to UCUE for review and recommendations.

Comments from the Associate Provost for Undergraduate Education

Associate Provost Estry stated that Provost Youatt and Associate Provost Curry will join today's UCUE meeting to talk about the search for a replacement for his position of Associate Provost for Undergraduate Education and Dean of Undergraduate Studies.

Provost Youatt and Associate Provost Curry spoke with UCUE to explain the search process for the new Associate Provost for Undergraduate Education and Dean of Undergraduate Studies. Associate Provost Curry's office is responsible for the search and will work closely with the College Advisory Committee to establish search guidelines. UCUE will be charged with creating a search committee document that will establish a posting and procedures to follow. Formal hiring procedures will apply as well as approvals by the Office of Inclusion. Provost Youatt stated that there should be broad representation across campus for a search committee and urged UCUE to think about including people who recognize how undergraduate studies is evolving, people who understand integrative studies, and who think about the student experience fairly broadly. Matt Pontifex, Jessica Sender, and Lorenzo Santavicca volunteered to serve on the subcommittee for the formation of the search committee for the Associate Provost for Undergraduate Education and Dean of Undergraduate Studies.

Request to Phase Out and Discontinue the Specialization in Women, Gender and Social Justice (Action Item)

Fred Rauscher, Associate Dean, College of Arts & Letters

The committee unanimously granted voice to Associate Dean Rauscher.

Associate Dean Rauscher stated the specialization is currently in moratorium and was superseded by a minor in 2010. Given the creation of a minor, enrollment in the specialization dropped dramatically. Due to a large overlap in program requirements, it did not make sense to convert this specialization to a minor. There are currently no students enrolled in the specialization.

Voice was withdrawn from Associate Dean Rauscher.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the request to phase out and discontinue the specialization in Women, Gender and Social Justice.

Request for an Extension on the Moratorium on Admission to the Specialization in African American History and Culture (Action Item)

Steve Kautz, Associate Dean, College of Social Science

The committee unanimously granted voice to Associate Dean Kautz.

Associate Dean Kautz explained that an extension on the moratorium is being requested to give the department time to decide if they should continue to offer the specialization and if so, whether appropriate courses exist to have a viable program. The department feels the current specialization does not suit the curriculum and faculty. Associate Dean Kautz explained that the department is in support of an extension of the moratorium and not a discontinuation. The College of Social Science and Department of History seek additional time to consider options for the development of a new minor to replace this specialization.

Voice was withdrawn from Associate Dean Kautz.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the request for an extension on the moratorium on admission to the specialization in African American History and Culture.

Request for an Extension on the Moratorium on Admission to the Bachelor of Arts Degree in Geography (Action Item)

Steve Kautz, Associate Dean, College of Social Science

Gary Schnakenberg, Department of Geography

The committee unanimously granted voice to Associate Dean Kautz and Gary Schnakenberg.

Associate Dean Kautz stated the Department of Geography's curriculum was modified a year ago to reflect the proposed creation of two new undergraduate programs: a BA in Human Geography and a BS in Environmental Geography. The Department feels the new, proposed undergraduate programs will enable students to be better prepared to enter the workforce or graduate school. The extension on the moratorium is being requested to allow current students to finish their degree requirements under this program.

Voice was withdrawn from Associate Dean Kautz and Gary Schnakenberg.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the request for an extension on the moratorium on admission to the Bachelor of Arts Degree in Geography.

Request for an Extension on the Moratorium on Admission to the Bachelor of Science Degree in Geography (Action Item)

Steve Kautz, Associate Dean, College of Social Science

Gary Schnakenberg, Department of Geography

The committee unanimously granted voice to Associate Dean Kautz and Gary Schnakenberg.

Associate Dean Kautz stated the Department of Geography's curriculum was modified a year ago to reflect the proposed creation of two new undergraduate programs: a BA in Human Geography and a BS in Environmental Geography. The Department feels the new, proposed undergraduate programs will enable students to be better prepared to enter the workforce or graduate school and will be more attractive to a wide variety of students. The extension on the moratorium is being requested to allow current students to finish their degree requirements under this program.

Voice was withdrawn from Associate Dean Kautz and Gary Schnakenberg.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the request for an extension on the moratorium on admission to the Bachelor of Science Degree in Geography.

Request to Phase Out and Discontinue the Bachelor of Science Degree in Technology Systems Management (Action Item)

Rick Brandenburg, Director of Undergraduate Affairs, College of Ag. & Natural Resources

Luke Reese, Coordinator, Technology Training

The committee unanimously granted voice to Rick Brandenburg and Luke Reese.

Dr. Brandenburg and Luke Reese reported that the program has been in moratorium for several years and the moratorium no longer needs to be in effect since the major did not draw students as had been anticipated. Biosystems and Agricultural Engineering (BAE) reviewed the Technology Systems Management (TSM) major and determined from employment research and faculty capacity that a TSM minor was a more appropriate offering. The minor was approved by UCC and Faculty Senate for a Fall, 2015 implementation. Feedback for the minor is positive from the employment sector.

Voice was withdrawn from Rick Brandenburg and Luke Reese.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the request to phase out and discontinue the Bachelor of Science Degree in Technology Systems Management.

Request for a Moratorium on Admission to the Minor in Nutritional Sciences (Action Item)

Rick Brandenburg, Director of Undergraduate Affairs, College of Ag. & Natural Resources

Jenifer Fenton, Associate Professor, Food Science & Human Nutrition

The committee unanimously granted voice to Rick Brandenburg and Associate Professor Fenton.

Dr. Brandenburg and Associate Professor Fenton reported that there have been significant program changes stemming from a recent academic review. The department is focused on the major at this time and the development of learning outcomes.

The new Nutritional Sciences major configuration will have three concentrations and the department feels that a minor is not appropriate under the new configuration. The request for a moratorium is to allow current students to complete the minor prior to requesting program discontinuation. Students who will be affected by the proposed change are the current students in the very early stages of the Nutritional Science minor. The department is discussing acceptable substitutions for affected students.

Voice was withdrawn from Rick Brandenburg and Associate Professor Fenton.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the request for a moratorium on admission to the minor in Nutritional Sciences.

Request for an Extension on the Moratorium on Admission to the Bachelor of Science Degree in Computational Chemistry (Action Item)

Steve Poullos, Senior Specialist, Department of Chemistry, College of Natural Science

The committee unanimously granted voice to Steve Poullos.

Steve Poullos indicated the request for an extension on the moratorium is due to pending faculty hires and how their current program may fit with the new Computational Mathematics, Science, and Engineering Department (CMSE). He indicated the degree program was not widely promoted and many students did not know it existed. Steve Poullos reported that CMSE currently has a planned minor and this would provide an opportunity for students to take classes in computational chemistry. One UCUE member noted that for the past ten years, only one student has completed the Computational Chemistry program. The original moratorium was requested 2.5 years ago. UCUE generally felt that with respect to working with CSME, if there are no students by the spring of 2017, the Computational Chemistry program should be discontinued.

Voice was withdrawn from Steve Poullos.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the request for an extension on the moratorium on admission to the Bachelor of Science degree in Computational Chemistry with the recommendation that the moratorium extension not continue past Spring, 2017.

Request to Phase Out and Discontinue the Bachelor of Science Degree in Diagnostic Molecular Science (Action Item)

John Gerlach, Director, Biomedical Laboratory Diagnostics Program

The committee unanimously granted voice to John Gerlach.

Dr. Gerlach stated that the reason for the discontinuance is because a collaboration with Ferris State University did not move forward and no one is currently enrolled in the program.

Voice was withdrawn from John Gerlach.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the request to phase out and discontinue the Bachelor of Science degree in Diagnostic Molecular Science.

Code of Advising Responsibility (Discussion Item)

Associate Provost Estry reported on and distributed a Proposal to Create a Code of Academic Advising Responsibility authored by Shannon Lynn Burton, Assistant University Ombudsperson. He stated that there is an increasing emphasis on the importance of advising and student success.

Associate Provost Estry is requesting UCUE members read the document and consider three questions:

- More than the basis for student complaints, could, in your estimation, a Code of Advising Responsibility serve as the standard for best practices in advising and guide student's expectations for what they should gain from working with advisors?
- What if any concerns would you highlight?
- What are your recommendations for moving forward with the development and implementation of a Code of Advising Responsibility?

A Code of Advising Responsibility could coincide with the new advising systems that EAB uses as well as with the work of the University Innovation Alliance.

Discussion ensued from UCUE members regarding the Code and one member asking if Associate Deans within each college have been consulted and do they see a need for a Code of Advising Responsibility? Members questioned if there are basic advising standards that are enforced with advisors. It was noted that there is an online advising manual for advisors to follow, however there is not a set of minimum responsibilities for advisors other than what is in their job description. Discussion continued regarding faculty advisors vs. professional advisors.

One UCUE member felt strongly that due to the size of MSU, there should be a specific position for a Coordinator over all of the advisors. UCUE members made a motion to read the Proposal and at the January 14 UCUE meeting respond to the questions posed by Associate Provost Estry.

Proposal to Establish a Fall Semester Study Break (Discussion Item)

Chairperson Hoppenstand reported that a proposal for a fall break was recently presented to the Steering Committee. Provost Youatt asked UCUE to review the proposal and make a recommendation on whether

we will pursue a discussion regarding a fall break. This discussion went through Academic Council during the 2006 – 2007 academic year and it was not adopted.

Provost Estry distributed a chart indicating if other CIC institutions have a fall break. He indicated that some institutions that have a fall break start the academic year sooner than MSU does.

UCUE members generally felt that since fall semester is already one week shorter than spring semester, it would be challenging to find time for a fall break. It was also noted that it is difficult to get students refocused after the Thanksgiving break. Also, lab courses could be negatively affected since a break could affect instructional hours.

One UCUE member commented that there is flexibility within various colleges to establish breaks as they deem necessary, such as in the College of Music. However, that is not practical in many other colleges.

UCUE would like to determine if data exists that supports the assertion that a fall break increases student productivity.

Roundtable

Fred Rodammer reported that the Athletic council met this morning regarding the overuse of facilities. He indicated that Spartan Stadium capacity is at about 75,000 people and for a night or rival game, there are approximately 135,000 tailgaters.

Lorenzo Santavicca gave an update on mid semester feedback. He stated that he is doing research in the Lyman Briggs College and they are doing a trial. Faculty & Organizational Development have also provided feedback.

Lorenzo Santavicca reported that he has met with the Provost regarding the Honor Statement and is currently working with ASMSU on it. He will report back to UCUE with a revised Honor Statement.

Meeting adjourned at 11:45 am.

Respectfully submitted by Lynne Frechen.