

**MICHIGAN STATE UNIVERSITY**  
**University Committee on Undergraduate Education**  
**DRAFT MINUTES**

Thursday, April 26, 2018

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

Board Room, 4<sup>th</sup> Floor Administration Building

Attending: Rich Bellon, Joanna Bosse, Danny Caballero, Sekhar Chivukula, Andrew Corner, Jan Eberle, Andrew Finley, Kathy Forrest, Louise Jezierski, Anna Krupka, Richard Miksicek, Matt Pontifex, Louis Rolland, Katherine Ruger, Steve Shablin, Emily Tabuteau, Antoinette Tessmer, Janette Vani, Elizabeth Webster

Incoming 2018-19 Members attending: Gina Leinninger, Norbert Mueller

Absent: Ewurama Appiagyei-Dankah, Giles Brereton, Sheng-Mei Ma, Jiahao She

The agenda was approved.

The minutes were approved as amended by striking the words, "...the... above..." on page 2 of the first bulleted item.

**Comments from the Chairperson**

Chairperson Miksicek summarized items from the recent University Council/Faculty Senate meeting.

Outcomes from the meeting were to consider the following three motions:

- Call a special meeting of Academic Congress to give faculty an opportunity to express opinions and give feedback regarding the Presidential Search. Due to a short timeline to give feedback, there were objections and the motion was voted down. In place of this, another motion was put on the floor.
- Have Faculty Senate put in place a mechanism to identify five MSU faculty members who are available to step into the Presidential Search Committee. This motion was discussed and approved. Academic Governance will send an email to members of the Academic Congress to invite five nominations for faculty members to serve on the Search Committee and these nominees will need to provide a personal statement, bio, and their priorities for serving on the search Committee. There will be an electronic vote. Self-nominations will be encouraged.
- Identify and prioritize a set of criteria faculty feel important to be considered during the Presidential Search. A short list of 11 criteria have been created. A process will include that the 11 criteria will be placed before members of Academic Congress to rank order and a 12<sup>th</sup> criteria was added related to experience and sensitivity related to issues of sexual violence. A comment box will be added to allow faculty to add additional ideas.

Chairperson Miksicek stated that faculty feel they have not been empowered to express opinions nor have they been listened to in terms of the Presidential Search.

Chairperson Miksicek provided a status report on the Student Evaluation of Teaching stating that IT Services and Ryan Yang have put together an RFP for outside vendors that is currently in the Purchasing department. Once the RFP is made available to outside firms, vendor proposals will be sent to MSU and IT Services will vet the proposals. These proposals will be presented in late Summer/early Fall.

Chairperson Miksicek stated that this will be on UCUE's agenda for next academic year.

**Comments from the Associate Provost for Undergraduate Education**

Associate Provost Chivukula thanked UCUE members for their service to the University. He stated that UCUE will be working through a number of policy changes next year as well as issues related to the

implementation of a new Student Information System. UCUE will also be asked to review and endorse the policy on accommodating student veterans who are called away for deployment.

### **Reconsideration of the Request to Change the Admission Requirements for the Bachelor of Science Degree in Actuarial Science (Action Item, tabled from 4/12/18 UCUE meeting)**

Chairperson Miksicek referenced the documents that had been sent to UCUE showing UCUE'S requested revisions for the Request to Change the Admission Requirements for the Bachelor of Science Degree in Actuarial Science. The "Response" document from Keith Promislow had also been given to UCUE. UCUE'S recommendations and the Department of Mathematics' responses are below.

#### **Recommendations on Actuarial Science**

- We would recommend clarifying the timing of completion of the Actuarial exams by saying "... before August *prior* to the year of admission into the degree program." [Item 1.a and 1.b of "additional criteria"] "August of the year of admission" could be the August before, or the August after being admitted to the program.

We propose new text of the form "... before the start of the fall semester after the student first completes 56 credits."

- Consider changing "Passing an MSU screening which involves satisfactory performance in an interview with the Director ..." to "Satisfactory completion of an oral examination." [or something comparable describing the screening protocol that is currently in practice]

Change item 2 under additional criteria to read "Satisfactory completion of an oral examination relating to Exam P or Exam FM."

- Under Item 8 (Source of Budget), strike out "New Funds" in Internal reallocation, College reallocation, ~~New Funds~~ so that this is consistent with "No new funds will be necessary for the implementation of this change."

Agreed. Strike "New funds" on item 8 under internal reallocation.

- On page 4 of 9 of the PDF, in the parenthetical remark, consider the following strike out: "... the new criteria in this proposal ~~for the second screening~~ are reinforced compared to current criteria." [ does the AS program in fact perform a "second screening?" ]

The Actuarial Science program does not currently perform a second screening. The second sentence of the parenthetical paragraph should read, "The new criteria in this proposal are reinforced compared to the current criteria."

- On page 6 of 9 of the PDF: Since the AS program requires completion of LB 220 or MTH 234 this would be another reason to justify the language "... a minimum grade of 3.0 in MTH 132 and MTH 133 and MTH 234 or equivalent course" within the admissions requirements.

Agreed. As for the QRA degree the language of 1.a.2 should read “An average of 3.0 in the grades of MTH 132, MTH 133, and MTH 234 (or equivalent courses)”

- since CSE 131 is no longer an option [page 7 of 9 of the PDF], CSE 231 can be moved into course grouping k: "All of the following courses (19 Cr) ... ", permitting you to drop course grouping l (which previously included CSE 131 or CSE 231).

Agreed. CSE 131 should be dropped from course grouping l, and course grouping k and l should be merged into one.

The following motion passed unanimously.

**The University Committee on Undergraduate Education duly considered and endorsed the request to Change the Admission Requirements for the Bachelor of Science Degree in Actuarial Science.**

**Reconsideration of the Request for a New Bachelor of Science Degree in Quantitative Risk Analytics (Action Item, tabled from 4/12/18 UCUE meeting)**

Chairperson Miksicek referenced the documents that had been sent to UCUE showing UCUE’S requested revisions for the Request for a New Bachelor of Science Degree in Quantitative Risk Analytics. The “Response” document from Keith Promislow had also been given to UCUE.

Chairperson Miksicek stated that the Mathematics Department agreed with UCUE’s suggestions with regard to requirement #2 under Admissions. The admission requirement 1.a.2 should read, “An average of 3.0 in the grades of MTH 132, MTH 133, and MTH 234 (or equivalent courses). “ There was no additional discussion.

The following motion passed unanimously.

**The University Committee on Undergraduate Education duly considered and endorsed the request for a New Bachelor of Science Degree in Quantitative Risk Analytics.**

Chairperson Miksicek began the election of 2018-19 officers by explaining the responsibilities of the Chairperson. Chairperson responsibilities include: bi-weekly meetings with Associate Provost Chivukula and Lynne Frechen to develop agenda, respond to emails from Joy Speas, interact with departments who have issued curriculum Requests in order to resolve questions before and after UCUE meetings, and determine if and when subcommittees are necessary. The UCUE Chairperson is automatically a voting member of the Steering Committee, University Council and Faculty Senate. These committees each meet once per month on Tuesdays from 3:15 – 5:00 pm.

Chairperson Miksicek stated the nomination results for the 2018 – 19 academic year: Rich Bellon was nominated and approved as Chairperson. Andrew Corner was nominated and approved as Vice Chair. Jan Eberle was nominated and approved as the faculty liaison to Military Education. Andrew Corner’s self nomination for faculty liaison to the Athletic Council was approved. Having held this position the current academic year, Andrew stated that the committee meets seven times a year at 7:30 am. The Council is advisory to the Athletic Department. The person holding this position is invited to athletic events and expected to attend and report back on what they experience as a spectator. Dr. Corner stated that he suggested the Council develop bylaws.

## **Roundtable**

Emily Tabuteau reported that the Military Education Advisory Committee (MEAC) met on April 20, 2018 and Chairpersons from Aerospace Studies and Military Science presented updates on their respective units. No policy information was discussed.

Andrew Corner stated that the Athletic Council has not met since February. Bonnie Knutson and Michael Kaplowitz have been named MSU's new faculty athletic representatives.

Respectfully submitted by Lynne Frechen.