

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

Thursday, January 24, 2019  
10:15 A.M. to 12:00 P.M.

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

Attending: Rich Bellon, Andrew Corner, Deb Dotterer, Kathy Forrest, Mark Largent, Gina Leininger, Helen Mayer, Norbert Mueller, Katie Ruger, Emily Tabuteau, Antoinette Tessmer, Elizabeth Webster, Scot Yoder, Matt Zierler, Rebecca Jordan for Robert Richardson, Traci Gulick for Steve Shablin.

Absent: Stephanie Cohen, Jan Eberle, Katie Gray, Mary Ann Laboe, Sheng-Mei Ma, Salim Nuhu, Steve Shablin.

The agenda was approved.

The minutes were approved for January 10, 2019.

**Comments from the Chairperson**

Chairperson Bellon stated that there will be at least eight curriculum requests for UCUE to review in February. Terry Curry will attend the UCUE meeting on February 21 to discuss the search process for the permanent Associate Provost for Undergraduate Education.

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

Interim Associate Provost Largent had no comments.

**Request to Change Admission Requirements for the Minor in Hospitality Business Real Estate Investment Management – Tabled from January 10 (Action Item)**

Jeff Yingling, Assistant Director of Undergraduate Academic Programs, School of Hospitality Business, College of Business

The committee granted voice to Mr. Yingling.

Mr. Yingling was invited to UCUE to clarify UCUE's questions regarding admission requirements to the Minor.

Mr. Yingling stated the reason for the request was to make the admission requirements more transparent and accessible and to help students be prepared for the required classes for the Minor. Mr. Yingling stated that the Minor has always been open to all students at MSU. There are currently 23 students in the Minor; 16 are Hospitality Business students and seven are Finance majors. He stated the Minor has had trouble recruiting students outside of the College of Business and they are hoping to attract non-business students. Mr. Yingling indicated that the department wanted students to know that they may be already taking some of the classes in the Minor as part of their current Major. They also wanted to show the courses that many students outside the College of Business take if they are in majors related to business such as Accounting 230, Finance 320, Statistics, and Micro/Macro Economics.

In regard to a cumulative gpa for the rolling admission minor, Mr. Yingling stated that the general standard is to have around a 3.4 or 3.5 cumulative gpa, however it but can be adjusted depending on the resources the department has available. In anticipation of growing the minor, the department is offering all hospitality courses in the fall and spring semesters for the first time. Mr. Yingling indicated the internship requirement would be eliminated because many international students had difficulty securing an internship.

Discussion was held regarding similarities in the language for this Minor and a comparative Minor in Public Relations. Mr. Yingling stated that the department felt students would be most successful if they held an approximate 3.4 or 3.5 minimum cumulative gpa, however they didn't want to list a specific minimum gpa because they felt it would not be beneficial to students. The admissions committee also looks for strength in accounting, economics, and statistics.

Ms. Dotterer stated that if the admissions language for the Minor is consistent with the admissions language for the College of Business, then it is acceptable. Discussion was held regarding if there were any benefits on adding a statement that the minimum gpa could be increased if the department could not accommodate all of the students who had applied. Discussion was also held in regard to flat rate tuition and the expectation that students will take second major and minors. Will this create an overload and affect their ability to serve the students?

Mr. Yingling stated that the department is in the process of hiring a new faculty member and a new Director for the Minor, both of whom will be teaching courses.

Voice was removed from Mr. Yingling.

The following motion passed unanimously.

**The University Committee on Undergraduate Education duly considered and endorsed the Request to Change Admission Requirements for the Minor in Hospitality Business Real Estate Investment Management.**

**Request for a New Agricultural Technology Certificate in Food Processing, Technology and Safety (Action Item)**

Randy Showerman, Director, Agricultural Technology Institute, College of Agriculture and Natural Resources

The committee granted voice to Mr. Showerman.

Mr. Showerman provided an overview on the Institute of Agriculture and Technology indicating that their programs address workforce and economic development. The Institute rewards certificates that average between 48-60 credits and has nine programs on campus in the areas of turf, animal science, and plant production. They have tuition generating partnerships with ten community colleges in the state of Michigan and these programs are 60 credits. A Partnership Institution allows students to earn an Associate's degree as well as a certificate from the Agricultural Technology Institute.

The Agricultural Technology Institute handles admissions to their programs, opposed to MSU's office of Admissions. An internship is required for a minimum of 480 hours and can be done during any semester based upon a student's career goals. Approximately 5% of students in the Institute continue their education and complete a bachelors program. Mr. Showerman also indicated that some students apply to the Institute for hands-on training after already having earned a bachelor's degree.

Mr. Showerman indicated that he has worked with an advisory committee made up of people in the industry throughout the state of Michigan as well as legislators and determined the skillset that was in demand is for mid line supervisors in the field of agricultural processing, such as for quality assurance, and not necessarily line workers. Mr. Showerman indicated that Michigan is experiencing an increase in food processing plants, and there are three new dairy processing plants opening up in the state of Michigan.

Mr. Showerman explained that three mobile units will be created to provide hands on training in the areas of food processing and will move around to be used at different community colleges. Companies are

interested in investing in the units for the possibility of using the trailers to train their current employees on the weekend. One trailer will be funded through grant money and the other two will be funded through industry funds. The first trailer will be used for processing raw fruits and vegetables, the second one for processing food into glass, pouches, or plastics, and usage for the third trailer is yet to be determined.

Voice was removed from Mr. Showerman.

The following motion passed unanimously.

***The University Committee on Undergraduate Education duly considered and endorsed the Request for a New Agricultural Technology Certificate in Food Processing, Technology and Safety.***

### **Roundtable**

Andrew Corner stated that the Athletic Council will explore bylaws for their Council.

Respectfully submitted by Lynne Frechen.