

MICHIGAN STATE UNIVERSITY
University Committee on Undergraduate Education
DRAFT MINUTES

Thursday, September 5, 2019
10:15 A.M. to 12:00 P.M.
Rm. 155, Administration Building

Attending: Brianna Aiello, Glenn Chambers, Andrew Corner, Deb Dotterer, Bridget Ertl, David Gilstrap, Mark Largent, Gina Leininger, Sheng-Mei Ma, Helen Mayer, Shawna-Marie Nantais, Steve Shablin, David Stowe, Emily Tabuteau, Antoinette Tessmer, Elizabeth Webster, Carol Vermeesch for Patty West, Scot Yoder, Matt Zierler

Absent: Stephanie Cohen, Jan Eberle, Norbert Mueller.

Motion to Establish Taking of the Minutes passed unanimously;

The secretary for the Associate Provost for Undergraduate Education shall attend Committee meetings and prepare minutes for review and approval by committee membership.

The agenda was approved.

The minutes were approved for April 25, 2019.

Comments from the Interim Associate Provost for Undergraduate Education

Interim Associate Provost Largent welcomed members to UCUE and gave a brief overview of the curricular work that UCUE will engage in over the academic year noting that the work of UCUE is for the best interest of the students. He noted that current policies and procedures are being reviewed to align with the new Student Information System (SIS).

Interim Associate Provost Largent requested a motion to allow Glenn Chambers to serve on UCUE as an ex officio member. Dr. Chambers was hired over the summer to assist with the SIS modernization project and the implementation to flat rate tuition. Motion approved.

Comments from the Chairperson

Chairperson Corner stated that the first meeting of the Steering Committee was held on September 3 and President Stanley discussed a strategic planning process the he is working on. It was noted that the Go Green Go 15 campaign and increased availability of classes has allowed students to take more credits per semester than last year. The opportunity gap has decreased in part to the changes in math courses with the elimination of MTH 1825 and the creation of MTH 103A and B.

Chairperson Corner discussed UCUE's Operating Procedures and referred UCUE members to the following handouts:

- Handout A: MSU's Bylaws for Academic Governance; Chairperson Corner discussed the delegated, advisory, and shared authority that UCUE has for particular matters related to undergraduate education.
- Handout B: Parliamentary Procedure Online: ParliPro.org; Robert's Rules Online; and Resource Information on Parliamentary Procedure and Robert's Rules of Order from MSU's Office of the Secretary for Academic Governance

The following motion for voting via email passed unanimously.

The committee agrees to allow the chairperson the flexibility to craft final language for motions and documents and to take votes by email on issues already discussed with the provision that if

any one member objects, the issue will return to the agenda at the next meeting. A quorum is required for the vote to be valid.

The following motion for additional meetings passed unanimously.

The committee agrees to allow the chairperson the authority and autonomy to call additional meetings.

The following motion for procedure for granting and removing voice for visitors passed unanimously.

The committee agrees to allow the chairperson to grant and remove voice for visitors to UCUE meetings without a formal committee vote.

Chairperson Corner referred UCUE members to Handout C: UCUE Procedure Regarding Public Comment.

The following motion for public comment procedure passed unanimously.

The University Committee on Undergraduate Education will continue to use the Procedure Regarding Public Comment as approved by UCAP on November 19, 2009, to guide public comment in UCUE meetings during the academic year 2019 – 20.

The following motion for UCUE Member Substitutes – Voting Rights passed unanimously.

Member substitutes-i.e., members of faculty or students who are a part of the same constituency as the elected member-shall be allowed the same voting rights as the committee members at that meeting. Constituencies will determine how committee substitutes are chosen.

Chairperson Corner referred UCUE members to Handout D: Variables that Guide UCAPs Consideration of: Academic Program Moratorium and Discontinuance. A motion was made to change “UCAP” to the more current acronym of “UCUE.” Motion approved.

Request to Change the Graduation Requirements for All Majors in the College of Engineering (Action Item)

Amanda Idema, Assistant Dean, College of Engineering

The committee granted voice to Ms. Idema.

Ms. Idema stated, as it relates to graduation requirements, the request is to add language in MSU’s Course Catalog to include the “Bachelor of Science Degree in Computational Data Sciences” as an official major in the College of Engineering as well as its degree requirements.

Voice was removed from Ms. Idema.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the request to Change the Graduation Requirements for All Majors in the College of Engineering.

Request to Change the Admission to the College Requirements in the College of Engineering (Action Item)

Amanda Idema, Assistant Dean, College of Engineering

The committee granted voice to Ms. Idema.

Ms. Idema stated, as it relates to admission requirements, the request is to add language in MSU's Course Catalog to include the "Bachelor of Science Degree in Computational Data Sciences" as an official major in the College of Engineering as well as its degree requirements.

Voice was removed from Ms. Idema.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the request to Change the Admission to the College Requirements in the College of Engineering.

Request for a New Minor in Popular Culture Studies (Action Item)

David Stowe, Professor, English Department, College of Arts and Letters

The committee granted voice to Dr. Stowe.

Dr. Stowe stated the Minor is being created in order to make the program accessible to other majors who may not be able to add a double major in English to their programs of study and for undergraduate students wishing to study popular culture across different forms of media. This Minor will be available as an elective to students who are enrolled in bachelor's degree programs other than the BA degree in English with a concentration in Popular Culture Studies. It was noted that the Minor also complements majors in the Arts and Humanities as well as Communication Arts and Sciences. Resources at the MSU Libraries' Special Collections will be utilized for the Minor.

Voice was removed from Dr. Stowe.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the request for a New Minor in Popular Culture Studies.

Request to Phase Out and Discontinue the Disciplinary Teaching Minor in Latin available for Secondary Certification (Action Item)

Tony Grubbs, Chairperson, Romance & Classical Studies, College of Arts & Letters

The committee granted voice to Dr. Grubbs.

Dr. Grubbs stated that there has been no enrollment in this minor for a decade and that the department does not have faculty to teach the required courses. Also, the minor has been discontinued since it is no longer compatible with the State of Michigan teaching requirements.

Voice was removed from Dr. Grubbs.

The following motion passed unanimously.

The University Committee on Undergraduate Education duly considered and endorsed the request to Phase Out and Discontinue the Disciplinary Teaching Minor in Latin available for Secondary Certification.

Roundtable

David Gilstrap stated that due to the IT centralization, the D2L overnight helpline has been eliminated from 2:00 – 7:00am. This elimination of services has caused negative effects for students and faculty. The reduction in services is especially frustrating at a time when students are expected to increase their credit load, while technical support is being decreased. It was noted that students often do homework late at night when they may need to utilize the help line. A motion was made for David Gilstrap and Matt Zierler to draft a memo to Satish Udpa and Rob McCurdy to reinstate the D2L overnight helpline support from 2:00 – 7:00am. Motion passed.

Antoinette Tessmer commented on the increase in the average number of credits per student from 13.6 to 14.1. Also discussed was the fact that most teaching takes place between 10:00am and 3:00pm and how to encourage students to sign up for 8:00am classes.

Brianna Aiello stated that some students who feel they have been negatively affected by flat rate tuition are creating a new campaign called “Blackout Flat Rate Tuition.” She stated that a formal statement will be coming out soon regarding this issue.

Interim Associate Provost Largent stated that a walk in clinic has been temporarily established in the Student Services Building that is staffed by both academic advisors and financial aid staff.

Glenn Chambers reported that he will be meeting with administrators in charge of curricula in various Colleges.

Elizabeth Webster stated that the Library is holding an open house today from 1:00 – 7:00 pm with a focus on an affordable textbook project in support of student success initiatives.

Respectfully submitted by Lynne Frechen.