

MICHIGAN STATE UNIVERSITY
University Committee on Undergraduate Education
DRAFT MINUTES

Thursday, September 19, 2019

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

Board Room, 4th Floor Administration Building

Attending: Brianna Aiello, Alexandra Allweiss, Glenn Chambers, Andrew Corner, Deb Dotterer, Jan Eberle, Bridget Ertl, David Gilstrap, Mark Largent, Gina Leininger, Sheng-Mei Ma, Helen Mayer, Tim Morris, Norbert Mueller, Shawna-Marie Nantais, Emily Tabuteau, Antoinette Tessmer, Elizabeth Webster, Patty West, Scot Yoder, Matt Zierler

Absent: Tonya Bartell, Stephanie Cohen, Aubrey Hanes, Steve Shablin,

The agenda was approved.

The minutes were approved for September 5, 2019.

Comments from the Chairperson

Chairperson Corner stated that there are no curriculum issues to review today. Chairperson Corner stated that the Steering Committee is accepting nominations to an ad hoc committee to explore the impacts of awards that carry the name of an individual found guilty of an RVSM policy. Chairperson Corner referenced a memo that had been sent to Satish Udpa and Rob McCurdy on September 12 regarding the termination of the D2L overnight help line. Chairperson Corner asked Lynne Frechen to forward the memo to UCUE members after today's meeting.

Comments from the Interim Associate Provost for Undergraduate Education

Interim Associate Provost Largent stated that he has invited Joe Salem, Dean of Libraries, to today's UCUE meeting and noted that Dean Salem has also been working on the issue of the termination of the D2L overnight help line.

Dean Salem spoke briefly on his work with the IT reorganization and the fact that D2L was looked at through a help desk perspective and was therefore moved over to the IT help desk. Three full-time employees were transferred from the library to the help desk however the library is still providing support for non-credit courses. Based on metrics over a 12-month period, the overnight help service averaged slightly more than one call per week at the cost of \$110,000 per year. Dean Salem indicated that some questions could be handled through the vendor however a UCUE member stated that the international help line is not helpful when they find out MSU is not paying for the service. It was noted that overall, student employees working the help desk lack training and knowledge needed for the position. The discussion continued on the fact that the need for 24-7 overnight D2L support was not robust enough. The overall idea was to work with the library in helping make sure they have the resources they need to provide support to the campus community.

Chairperson Corner stated that the Steering Committee has referred the "Missed Class Policy for Athletes" to UCUE for discussion and review. The report, "Adverse Impact of Some Faculty's Implementation of University-Approved Missed Class Policy" was referenced and shared with UCUE in advance of today's meeting. Although it was stated that most student-athletes receive support from faculty when they miss class for University-sponsored events, a discussion was held to consider modifications and guiding language to help promote the equal treatment of students who miss class because of approved University-related obligations. A discussion took place if UCUE thinks there should be an amendment/modification

to the policy so the participation for student athletes and other students who miss classes for University sponsored activities is implemented in ways to not adversely impact those students.

Examples were shared on ways faculty try to accommodate students who miss class due to travel for University events. In addition to athletes, there are many other University events requiring students to travel and miss class such as a musician competing in a musical event or a student attending an agency tour for their major. The discussion continued with examples of how to best work with students when classes are missed. Issues arose regarding students attending professional meetings, excused time for varsity athletes vs. club athletes and how the creation of the Co-Curricular Record will affect this policy.

A motion was passed that UCUE would like to encourage the Steering Committee to refer the question to the Ombudsperson as it is currently formulated and welcome the Ombudsperson to help UCUE understand if a policy change is necessary.

Recurring Policy Questions (Discussion Item)

1. Limitations of hardware in classrooms

Chairperson Corner stated that he received an email from an instructor in Osteopathic Medicine who was concerned with the inadequate teaching stations in Wells Hall and Veterinary Medicine. After a discussion, it was determined that Chairperson Corner would suggest the instructor refer the issue to Brendan Guenther or pursue a technology improvement through the Teaching and Learning Environment (TLE) process.

2. Campus safety issues that relate to undergraduate teaching space

Chairperson Corner read an email from an instructor citing safety concerns including lack of safety officers in buildings, inability to lock classroom doors, swipe option for entering classrooms, lack of videotaping/surveillance. After a discussion, it was determined that this issue was not in the purview of UCUE.

3. Fall Break / how it affects out of state students

It has been determined in a previous UCUE sub committee report that fall break is not feasible at MSU because of its effect on the academic calendar.

Live On (Discussion Item)

Interim Associate Provost Largent discussed MSU's live on requirement and how the length of time a student lives on campus can affect their success. It was noted that some peer institutions are moving to a 2-year live on requirement. Currently, MSU's expectation is that students live on campus through their sophomore year, however it is possible MSU will consider removing this. Exceptions include a geographic waiver, military experience, and caring for family. It was noted that a number of large apartment complexes are currently being built near campus, which becomes a draw for some students. It was noted that through data analytics living on campus improves student success, student safety and decreases student housing and food insecurity.

Drop/Add Policy (Discussion Item)

Interim Associate Provost Largent discussed the current drop/add policy and how it works in relation to Flat Rate Tuition. Currently, the drop/add policy works under the per credit model and needs to be revised to utilize the benefits of flat rate tuition and to better serve the needs of the students. Models from peer institutions were discussed. The challenge of communicating a change in the drop/add policy to a large

student population was discussed. Although optional, there is a preference to have changes in the drop/add policy be routed through academic governance.

Roundtable

The addition of the Music building is slated to be complete February, 2020.

Brianna Aiello stated that ASMSU is having a general assembly meeting and is proposing the resolution of ASMSU's support for the D2L help line late hours extension.

Respectfully submitted by Lynne Frechen.