

MICHIGAN STATE UNIVERSITY
University Committee on Undergraduate Education
Agenda

September 3, 2020

10:15am to 12:00pm, via ZOOM

<https://msu.zoom.us/j/96531712347>

Passcode: 849464

1. Motion to Establish Taking of the Minutes (Action Item)

The secretary for the Associate Provost for Undergraduate Education shall attend Committee meetings and prepare minutes for review and approval by committee membership. Meetings will be audio taped for purposes of verification of information when composing minutes.

2. Approval of the Agenda (Action Item)

3. Welcome and Introductions (Action Item)

Mark Largent, Associate Provost for Undergraduate Education
Andrew Corner, UCUE Chairperson

4. Approval of the April 23, 2020 UCUE Minutes (Action Item)

5. Comments from the Chairperson

- a. UCUE Bylaws and Role in Academic Governance (Information item) (*handout A*)
- b. Elected Committee Positions and Subcommittees (Information item)
- c. Committee Operating Procedures (Information items)
 - Robert's Rules
(<http://parlipro.org>) and the companion site (<http://rulesonline.com/>)
(*handout B*)
 - Responsibilities of committee members

- d. Committee Operating Procedures (Action items)

- Voting (conducting business) via email or online survey

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.

- Additional Meetings (Action Item)

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

- Procedure for granting and removing voice for visitors

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

- Public comment procedure (*handout C*)

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 2020 - 21.

- UCUE Member Substitutes - Voting Rights

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.

- e. UCUE Business Review and Preview (Information)
6. Comments from the Associate Provost for Undergraduate Education
 - a. Role of UCUE in reviewing New Programs (Information item)
 - b. Role of UCUE in reviewing Moratorium and Discontinuance Requests – update document title (Information Item) (***handout D***)
7. Request for a Moratorium on Admission to the Journalism Disciplinary Teaching Minor for Secondary Teacher Certification (Action Item)
Ann Hoffman, Assistant Dean, College of Communication Arts & Sciences
8. Request to Phase Out and Discontinue the Minor in Religion in the Americas (Action Item)
Cara Cilano, Associate Dean, College of Arts & Letters
9. Request for a New Data Science Coordinate Major in Lyman Briggs College (Action Item)
Georgina Montgomery, Associate Dean, Lyman Briggs
10. SIRS for Fall 2020 during remote instruction (Discussion Item)
Jeff Grabill, Associate Provost, Hub
11. Possible adoption of NR-C (No Record-COVID19) for Fall 2020 (Discussion Item)
Steve Shablin, Registrar
12. Determining graduation honors for 2021 (Discussion Item)
Mark Largent, Associate Provost for Undergraduate Education
Steve Shablin, Registrar
13. Roundtable