

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

Thursday, April 23, 2020  
10:15 A.M. to 12:00 P.M.  
Meeting held via Zoom

Attending: Alexandra Allweiss, John Ambrose, Stephanie Bray, Glenn Chambers, Andy Corner, Sejuti Das Gupta, Jan Eberle, Georgia Frost, David Gilstrap, Gina Leininger, Sheng-Mei Ma, Helen Mayer, Sarah Mc-fall for Madiha Ghous, Norbert Mueller, Shawna-Marie Nantais, Renata Opoczynski, Kris Renn, Steve Shablin, Mariam Shimo, Emily Tabuteau, Nora Teagan, Antoinette Tessmer, Jerry Urquhart, Elizabeth Webster, Patty West, Scot Yoder, Matt Zierler

Absent: None.

The agenda was approved.

The minutes were approved for March 26, 2020.

**Comments from the Chairperson**

Chairperson Corner welcomed incoming 20-21 UCUE member Richard Enbody from the College of Engineering. The Test Optional Proposal that was considered at the April 16 UCUE Emergency meeting was overwhelmingly approved at the April 21 University Council meeting. The Missed Class Policy that UCUE worked on was approved at the Steering Committee meeting the first week of April. The language has been adopted and is in the Faculty Handbook. The Diversity, Equity, and Inclusion (DEI) Strategic Planning process will continue despite the challenges of working remotely. President Stanley is continuing the process to hire a new Vice President for DEI. Three finalists for the Provost position were interviewed via Zoom on March 30, 31, and April 1. A virtual Parent Office Hour was held on April 22 for parents of current and new students with approximately 2,300 participants.

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

Associate Provost Largent detailed the recent visits by the candidates for the Provost position stating that an announcement for the new Provost would be coming out very soon.

**Academic Calendar Ad Hoc Committee (Information Item)**

Andy Corner, Chair, UCUE

Chairperson Corner reported that UCUE'S recent work through a subcommittee to discuss a proposal to reform the academic calendar was halted by the Steering Committee meeting due to wanting to make the process more inclusive.

The result of this request is an ad hoc committee that has been authorized by University Council to explore this issue. The proposal for the task force was circulated last week and is what was approved by University Council. Therefore, UCUE'S involvement in this ad hoc task force is to form a six-member subcommittee and to develop a proposal to reform the University calendar, which UCUE has already done. The UCGS has been asked to do the same thing. The ad hoc task force should consist of three members of UCUE and three members from UCGS to collect and review data and develop a joint proposal for reforming the academic calendar. It was noted that one member be from ASMSU and one member be from the Registrar's office. Brianna Aiello and Steve Shablin will serve to meet this requirement. The three other UCUE members agreeing to serve are Patty West, Jan Eberle, and Gina Leinninger.

**Monitoring the Impact of Block Tuition on Student Progress and Health/Wellness  
(Information Item)**

Andy Corner, Chair, UCUE

Chairperson Corner reported that a concern was raised at a recent Steering Committee meeting regarding the impact of the block tuition structure on students from disadvantaged backgrounds and inquired if and how UCUE was monitoring this.

Associate Provost Largent reported that the office of the APUE is monitoring the new tuition structure in many ways through many different studies including work with institutional research. Although MSU was used to the per credit model, MSU will not be reverting back to that model and will continue using the block tuition structure. Questions being considered in regard to the block tuition structure include relationships between students, tuition, course offerings, time to degree, and curricular structures.

Associate Provost Largent stated that MSU's goal is to be sure every student admitted graduates and has the opportunity to pursue their interests and passions while maximizing a students' opportunity, access, and equity in the system, all of which can happen under any tuition structure.

Brief discussions were held on the following topics: block tuition during summer semester, off campus credit instruction (OCCI), incremental budgeting models, and the definition of Responsibility Centered Management (RCM).

**Request support for temporary freeze on University course and curriculum changes  
(Action Item)**

Glenn Chambers, Associate Dean, APUE

Associate Dean Chambers shared a document with UCUE to request support for a temporary freeze on University course and curriculum changes. The effective date for course and curriculum changes submitted and approved after October 1, 2020 would be deferred until September 1, 2021. Due to the Campus Solutions (CS) implementation, course and curriculum information has been converted from the legacy student information system (SIS) to the CS SIS.

The reason for this request is to avoid a manual dual data entry process into both legacy SIS and CS SIS. It was noted that this request has been approved through SIS Executive Leadership and graduate level governance.

Motion passed unanimously as amended to read: Request support for temporary freeze on University course and curriculum changes and allow a one semester transition period to be able to switch systems so information does not have to be double entered.

**Election of 2020 – 2021 Officers (incoming 2020 – 2021 members may vote on open positions)**

After a brief discussion regarding responsibilities of UCUE's officers, the following members were nominated and approved: Andrew Corner as Chairperson, Gina Leininger as Vice Chairperson, David Gilstrap as Athletic Council representative, and Jan Eberle as the Military Affairs representative.

**Roundtable**

Jan Eberle reported that the official opening to the addition to the Music Building was to have happened in April. She will report back with the opening date once a date is determined.

Shawna-Marie Nantais reported that this is her last UCUE meeting since she is moving to Toronto and leaving MSU.

Respectfully submitted by Lynne Frechen.