

**MICHIGAN STATE UNIVERSITY**  
**University Committee on Undergraduate Education**  
**Draft Minutes**  
September 2, 2021  
10:15am to 12:00pm, via ZOOM

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

Passcode: 849464

Present: Rachel Barnard, Glenn Chambers, Mike Connelly, Kathleen Gallo, Nicole Geske, David Gilstrap, Nicole Geske, Jonelle Golding, Aaron Iturralde, Chris Kaiser, Mark Largent, Gina Leininger, Noihrita Masud, Helen Mayer, Justin Micomonaco (sub for Matt Zierler), Charles Owen, Steve Shablin, Robin Silbergleid, Tyler Silvestri, Alexandria Thrubis Stanley, Thomas Summerhill, Bruce Taggart (sub for Mike Callahan), Antoinette Tessmer, Patty West, Scot Yoder

Absent: Matt Zierler, Mike Callahan

The agenda was approved.

The minutes were approved for April 29, 2021.

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. Meetings will be audio taped for purposes of verification of information when composing minutes.*

**Comments from the Chairperson**

Chairperson Leininger thanked members for participating in the brief survey she sent out regarding holding UCUE meetings in person or via Zoom for this academic year. Based on results, there was overwhelming support to continue the meetings via Zoom for fall semester. UCUE will re-evaluate the modality for spring semester.

Chairperson Leininger reminded UCUE members of ongoing committee work from last academic year:

- Develop a code of conduct for academic advising with the goal being to generate a recommended academic policy to present to University Council.
- A subcommittee of UCUE members have been serving on a larger University committee to evaluate a replacement option for the Student Instructional Rating System (SIRS). An update will be shared late in the meeting.

Chairperson Leininger confirmed the following:

- David Gilstrap is UCUE's representative to the Athletic Council;
- Patty West is UCUE's representative to the Military Education Advisory Committee.

Chairperson Leininger referenced the following Information Items:

- a. UCUE Bylaws and Role in Academic Governance (Information item) (**Attachment A**)
- b. Elected Committee Positions and Subcommittees (Information item)
- c. Committee Operating Procedures (Information items)
  - Resource Information on Parliamentary Procedure/Robert's Rules (**Attachment B**)
- d. Committee Operating Procedures (Action Items)

Chairperson Leininger referenced the following procedures and all motions 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 committee agrees to allow the chairperson the authority and autonomy to call additional meetings.*

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

*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 2021 - 22. (Attachment C)*

*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. Role of UCUE in reviewing Moratorium and Discontinuance Requests (Information Item) (*Attachment D*)

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

Associate Provost Largent provided the following updates:

- October 25 and 26 are the dates being piloted for MSU's fall break.
- Jeff Grabill has left MSU and has taken a position as Deputy Vice-Chancellor at the University of Leeds in the United Kingdom, effective August 1. The Hub is now reporting to Thomas Jeitschko.
- Information was shared regarding vaccine compliance and attestation on campus. Emails have been sent to people appearing to not be in compliance. Students not in compliance will be reviewed by the Dean of Students (DOS) office regarding next steps.
- Air quality has been updated to the recommended CDC level in every classroom at MSU. A discussion was held on needed classroom updates, lack of lighting, cooling, and air circulation in classrooms. Associate Provost Largent suggested Chairperson Leininger request that Dan Bollman attend a UCUE meeting to update the group on classroom updates.

A discussion was held regarding falsifying vaccine attestation and if there was a procedure for checking this. Associate Provost Largent stated that if needed, MSU can query state databases however the rate to falsify vaccine attestation is low. Associate Provost Largent stated that if people find out someone on campus has falsified their information, they are encouraged to call the Misconduct Hotline.

A discussion was held regarding reducing the numbers of students attending class in large lecture halls and the benefits of this after social distancing rules were lifted. MSU continues to work on finding the right balance with being an in-person residential University and continuing to hold some classes online.

### **Request to Change the Admission to the College Statement in the College of Social Science (Action Item)**

**Mike Connelly, Associate Dean, College of Social Science**

The committee granted voice to Associate Dean Connelly.

Associate Dean Connelly provided background on the request stating that it is being done to align course catalog language. In October 2018, the requirement was removed for a student to have at least 28 credits to join the College of Social Science. This request hopes to eliminate confusion for students determining

who their advisor is. NSSC advisors will continue to work with students in the exploratory major. As a core college, there are no admission criteria except for some internal programs such as Social work.

Voice was removed from Associate Dean Connelly.

The following motion passed unanimously.

***The University Committee on Undergraduate Education duly considered and endorsed the Request to Change the Admission to the College Statement in the College of Social Science.***

### **MSU Policy on Academic Forgiveness (Action Item)**

#### **Steve Shablin, Registrar**

Mr. Shablin defined academic forgiveness in the context of MSU considering whether or not to have an academic forgiveness policy. This policy would allow certain classes to not be counted toward a student's gpa, however the classes would remain on a student's record. This is sometimes beneficial when a student has been away from the University for a number of years and returns to a student status. At this time, MSU does not have an academic forgiveness policy and there is no formal request to pursue one.

### **Subcommittee Update on SIRS Replacement (Information Item)**

#### **Gina Leininger, UCUE Chair**

Chairperson Leininger updated members on a replacement for SIRS. A subcommittee of Chairperson Leininger, Antoinette Tessmer, and David Gilstrap reviewed seven or eight replacement options over the summer from vendors. Stakeholders from across MSU were invited to provide feedback and a few vendors were invited to give demonstrations. MSU is currently in consultation with a couple of vendors to identify a system to move forward. Chairperson Leininger will update UCUE as this process moves forward.

Chairperson Leininger asked for nominations for UCUE Vice Chair. Antoinette Tessmer volunteered and was unanimously approved.

### **Roundtable**

David Gilstrap reported that the Athletic Council met twice over the summer. Bill Beekman has stepped down as athletic director and is now Vice President for Strategic Initiatives. Alan Haller has been appointed as MSU's new athletic director.