

University Committee on Academic Policy (UCAP)
ANNUAL REPORT
2004-2005

Chairperson: Folu F. Ogundimu
(Meetings every other Thursday throughout the academic year)
All UCAP minutes and agendas are available on the UCAP website:
<http://ucap.cse.msu.edu/>

Executive Summary

Following recent UCAP practice, a number of subcommittees were appointed throughout the year to consider a major UCAP item. Each subcommittee was charged with developing initial UCAP positions for discussion in the committee of the whole.

Five subcommittees provided initial review and substantive input in the formulation of UCAP positions on (a) the New Arts and Humanities Residential program, (b) the Engineering Admit When Ready proposal, (c) a revised Code of Teaching Responsibility, (d) a proposal to create Academic Minors at MSU, and (e) a revision of the OLIN Center Excuse Policy.

Additionally, UCAP worked as a committee of the whole in receiving testimonies, reviewing commentaries, and responding to ECAC requests for initial advisory regarding reports by university task forces on Integrative Studies, Writing, Quantitative Literacy, and the Committee on College Reorganization.

Furthermore, UCAP considered a number of organizational changes and realignments. On September 16, UCAP supported the proposed restructuring in the Department of Food Sciences and Human Nutrition. The merger of the Department of Advertising and the Department of Merchandising Management was approved by UCAP on October 28. And the transfer of the Department of Family and Child Ecology to the College of Social Science was approved by UCAP on March 31

Specific UCAP Issues and Actions Discussed or Finalized in 2004-2005

(Dates indicate UCAP meeting dates on which actions were taken).

1. Approved a motion requesting clarification from ECAC regarding its memo on **changes to class sizes in the College of Osteopathic Medicine**. UCAP agreed to table the matter for action pending clarification from ECAC and receipt of the original COM proposal (9/16/04).
2. UCAP agreed to acknowledge and allow the teaching of **Tier 2 writing in the Modern Languages in languages other than English**. UCAP also agreed to

consider other interpretations of the Tier 2 policy, as appropriate, after the Writing Task Force recommendations are made (9/30/04).

3. Approved request by the College of Business for deletion of CSE 103 from the **admission requirement for the Specialization in Information Technology** (9/30/04).
4. UCAP affirmed its earlier approval of **electronic distribution of the SOCT** to fulfill the original purpose of the instrument as a source of public information for students in choosing courses. UCAP also affirmed that units using the SOCT form (or any variation of it) as an instrument of evaluation of instructional performance must do so in such a manner that brings the unit in compliance with academic policy (10/28/04).
5. Approved the proposal to change the **title of the Director of Honors College to Dean of the Honors College** (10/28/04).
6. Provided initial feedback to ASMSU regarding its testimony on discussions about proposals for a **university-wide honor code and the institution of academic minors** at MSU (11/11/04).
7. Approved a 3-year pilot program for the **College of Engineering to admit qualified students at whatever time they meet academic requirements** in the catalog, **without waiting to complete 56 credits**. The new procedure would allow advisors to provide regular feedback to students in a timely manner and decrease the number of “temporary” majors. The proposal is based on an empirical review of trends and student performance in the college (12/2/04).
8. Approved proposal for amendment to the By-Laws on Academic Governance, for the **University Graduate Council to have responsibility for all curricula and policy issues in graduate professional programs**. The programs include those at the COM, CHM, CVM, and Law. College of Veterinary Medicine and the College of Nursing, while graduate professional programs were exceptions from UCAP approval since they have undergraduate programs and would maintain their representation on UCAP (12/2/04).
9. Took testimony from the College of Osteopathic Medicine (COM) on the **proposed expansion of class sizes at COM**. UCAP discussion reviewed the relevance of the proposal for undergraduate education, especially its implications for basic science courses and revenue growth. UCAP agreed to table the matter pending further testimony from the College of Human Medicine (12/2/04).

10. Approved a request to **add an admission as a Junior Requirement for the B.S. in Retailing**. The proposal includes a change in the language about admission to the **Bachelor of Science degree in Merchandising Management** from the Department of Human Environment and Design to be consistent with the Department of Advertising, Public Relations, and Retailing. UCAP also **approved change in the name of the Bachelor of Science degree program from Merchandising Management to Retailing**. The changes are consistent with earlier UCAP approval of the merger of the Department of Advertising and Merchandising Management (1/13/05).
11. Approved the proposal to **Change Admission as a Junior Requirement for the B.S. in Construction Management**. The proposal requires the completion of at least 56 credits with a cumulative University grade-point average of at least 2.30. UCAP recommended that clarifying language be included in the introductory text of the course catalog to show that the program has limited enrollment and that certain skill levels are needed for success in the program (1/27/05).
12. Approved the request for a **new academic program – B.S. in Diagnostic Molecular Science**. The program was developed to meet the increasing demand for persons with skills in molecular biology combined with clinical experience (1/27/05). UCAP approval was tied to the provision that the College offer, as initially proposed, the calculus requirement – MTH 124: Survey of Calculus 1 or MTH 132 Calculus 1 (1/27/05).
13. Provided feedback in response to ECAC referral of 12:10:04 concerning the request for consultation by President Simon and Acting Provost Hudzik in respect of their initial **commentary on the Final Report of the Committee on College Reorganization (CCR)**. UCAP response was unanimously endorsed and forwarded electronically by Chairperson Ogundimu to ECAC Chairperson Sticklen on 2/2/05.
14. Endorsed a Statement acknowledging the change in **Olin Health Center Class Excuse policy**. UCAP encourages the distribution of the said policy in the best possible manner to maximize faculty awareness of the issue. UCAP support and endorsement was communicated to Dr. Moorer through the Office of the Assistant Provost for Undergraduate Education, Dr. Youatt (2/10/05).
15. Approved the proposal to **add Admission as Junior Requirement for the B.S. in Kinesiology**. The proposal includes a request for a minimum 2.0 GPA requirement in each of five specific courses, for students to advance in the Kinesiology program (2/24/05).
16. Approved the request to **add MSC 351 to the list of courses in which a student must earn a minimum 2.0 GPA in the Department of Food Industry Management** (2/24/05).

17. Engaged in discussion with Acting Provost Hudzik about **future plans for the College of Human Ecology**. UCAP acknowledged the transparency with which the administration was handling the matter. The importance of the historic role of Human Ecology for women was noted. Concern was expressed that graduating students might prefer to have their new college listed on their diplomas rather than HE (3/17/05).
18. Approved a motion to suggest that a **UCAP representative be a permanent member of the Athletic Council** and its subcommittees (3/31/05).
19. Approved a **revision to the Code of Teaching Responsibility** (3/31/05). Changes include requirement of a syllabus and timely submission of grades. The revisions assured greater clarity to the document. The changes were approved by Faculty Council on April 12.
20. Approved a proposal to add a **new concentration in Production Medicine in the Department of Animal Science** developed with consultation from the College of Veterinary Medicine (CVM). The Production Medicine concentration was developed in response to a shortage of veterinarians who are able to care for large farm animals. Up to 10 spots in the CVM will be held for students who complete this concentration with a GPA of 3.2 (4/14/05).
21. Reviewed the **Proposed Policy Changes Regarding Integrity of Scholarships and Grades**. UCAP approved the proposal for the possible addition of language to the Academic Freedom Report for students to include a grade designation for failure due to academic dishonesty. The grade will calculate as a 0.0 point into the student's GPA (4/28/05).
22. Approved the recommendation of the UCAP subcommittee charged with investigating the adoption of **transcript-able Academic Minors**. UCAP endorsed the concept that would allow for **degree granting units to offer academic minors** (4/28/05).
23. Provided feedback to ECAC on **UCAP review of Undergraduate Reports on Quantitative Literacy, Writing, and Integrative Studies** (Memorandum 05:04:05).

Respectfully submitted
Folu F. Ogundimu
2004-2005 UCAP Chairperson