

# MICHIGAN STATE UNIVERSITY

October 31, 2022

## MEMORANDUM

**TO:** The Steering Committee  
**FROM:** Tyler Silvestri  
*Secretary for Academic Governance*  
**SUBJECT:** Matters Referred to Committees | October 2022

Pursuant to the reviewable authority granted to me by the Steering Committee on October 4, 2022, I received the following requests for referral and took the actions associated with each.

### **Item 2223-09: Syllabus Language regarding RVSM**

On October 29, Provost Woodruff requested that the University Committee on Undergraduate Education “consider the matter of adopting standardized language on RVSM on course syllabi” in response to various ASMSU advocacy efforts (Attachment C on today’s agenda).

Section 4.4.5. of the *Bylaws for Academic Governance* says that UCUE has “shared responsibility with the Dean of Undergraduate Studies to consult with the Provost on . . . policies pertaining to curriculum revision, methods of instruction, evaluation of instruction, and advising and counseling for undergraduate students and programs,” as well as “on other policies pertaining to undergraduate education.” Since syllabus language falls under the auspices of section 4.4.5., I referred the matter to UCUE.

### **Item 2223-10: Presence and Absence Policies**

On October 29, Provost Woodruff requested that the University Committee on Undergraduate Education “review existing policies [on students’ presence and absence] and consider enhancements to best support MSU students” in response to various ASMSU advocacy efforts (Attachment D on today’s agenda).

The previously quoted portion of section 4.4.5. referring to “other policies pertaining to undergraduate education” provides justification for referring this matter to UCUE, which I have done. Additionally, section 4.9.3. says that the University Committee on Student Affairs (likely to soon be called the University Committee on Student Life and Engagement) “shall advise the [Senior Vice President for Student Life on Engagement] . . . on other University policies as they affect the academic achievement of students.” Accordingly, I also referred the matter to UCSA, with UCUE designated as the lead committee.



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