

**MICHIGAN STATE UNIVERSITY**  
**University Committee on Undergraduate Education**  
**DRAFT MINUTES**  
Thursday, March 2, 2023  
10:15 A.M. to 12:00 P.M., via Zoom

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

Passcode: 849464

Present: Gary Blanchard, Cece Branson, Richard Enbody, Joshua Ennis, Kathleen Gallo, Nicole Geske, Jonelle Golding, Steven Gray, Ebony Green, Aaron Iturralde, Chris Kaiser, Marissa King, Emilia Marcyk-Taylor, Helen Mayer, Renata Opoczynski for Mark Largent, Linda Sayed, Chris Scales, Steve Shablin, Robin Silbergeld, Thomas Summerhill, Antoinette Tessmer, Alexandra Thrubis Stanley, Patty West, Matthew Zierler

Absent: Lauren Bullard, Soja Kureekkattil, Mark Largent, Vashti Sawtelle, Joy Speas, Tyler Silvestri, Brandon Webster

The agenda was approved as amended by adding discussion time for the following requests from ASMSU:

Bill 59-72: Advocate for changing the drop and enrollment period for spring 2023

Bill 59-76: Advocate for the expansion of the “Incomplete (I)” grading policy

The minutes were approved for February 16, 2023 with the following addition:

On page 2, a motion was made and approved for spring 2023 semester only, to reinstate the C/NC grade reporting option for all undergraduate classes. The motion should also include “the extension of the time frame for selecting C/NC to the last day of the semester, and the cutoff grade of 2.0 is maintained for credit.

**Comments from the Chairperson**

Chairperson Tessmer announced that the March 23 UCUE meeting will be moved to March 16. She announced the following changes to campus security:

- Beginning March 13, buildings will require key card access by current students, faculty or staff members from 6pm until 7:30am.
- Door locks will be installed throughout campus.
- Additional security cameras will be installed.
- Active Violent Intruder Training will be required for all employees and students.

**Referral from Steering Committee re SIRS Revision (Action Item)**

Marilyn Amey, Asst. Provost for Faculty & Academic Staff Development

Jim Lucas, Asst. Dean, Global Education & Curriculum

Assistant Dean Lucas shared a document “Student Perceptions of Learning Survey, Institution-Level Questions” which represented a revised set of institution-level questions for the Student Perceptions of Learning Survey (SPLS) based on discussion of the feedback submitted from across the University.

It was noted that some of the questions selected for the SPLS have been vetted by the University of Toronto and colleges would be encouraged to add their own questions to the Survey to fit their needs. A

built-in review process for the SPLS will be scheduled in a few years, unlike the previous SIRS document which was used for decades mostly unchanged.

Assistant Dean Lucas answered questions from UCUE members. A discussion was held including implementation of professional development to use the new Survey as well as the interpretation of the data.

A motion was made and passed that UCUE supports the proposed eight institution-level questions that UCUE reviewed today.

### **Comments from the Assistant Dean for Student Success Assessment and Strategic Initiatives**

Assistant Dean Opoczynski is filling in for Associate Provost Largent.

Assistant Dean Opoczynski conveyed her thanks to departments and colleges for their efforts in the aftermath of the campus shooting on February 13 and reported results from a recent student survey indicating that 90% of respondents replied that they were satisfied with how their faculty were accommodating to them after the February 13 incident.

### **Request for Consideration to change the drop and enrollment period for spring 2023**

(ASMSU bill 59-72) (Discussion Item)

Aaron Iturralde, Vice President for Academic Affairs, ASMSU

Chairperson Tessmer shared a link to the current drop policy through the Zoom chat.

Aaron stated the following regarding ASMSU bill 59-72:

- Requesting that the drop period with no grade reported option be re-opened and extended since it closed on March 1;
- requesting that the start of enrollment by appointment, starting March 13, and open enrollment, starting March 30, be delayed and extended to give students time to plan their academic pathways in the aftermath of the February 13 incident;
- Are there best practices that need to be developed to support students in making the appropriate academic decisions to mitigate the need to drop courses and how that may affect a student's financial aid.

A discussion was held regarding being flexible and helpful to students while at the same time balancing the effects on campus of changing dates on the academic calendar. It was noted that it would be most beneficial to students to use the current drop policies to seek an exception when appropriate, such as the Medical Withdrawal process and be as flexible as possible in the best interest of the students.

Concerns were expressed about the effects on financial aid if drop dates were changed. It was noted that an email will be sent communicating the various options that currently exist for students such as the Grief Absence Policy, C/NC, and exceptions for extenuating circumstances.

Aaron will provide UCUE's feedback to ASMSU.

### **Request for consideration to temporarily expand the Incomplete (I) grading policy**

(ASMSU bill 59-76) (Discussion Item)

Aaron Iturralde, Vice President for Academic Affairs, ASMSU

Chairperson Tessmer shared a link to the current incomplete policy.

Aaron stated that ASMSU bill 59-76 requests that options be offered to students in regard to the incomplete policy.

A discussion was held on the flexibilities that exist surrounding an incomplete grade based on conversations between the faculty and student. It was noted that messaging would be sent to faculty regarding options for applying the rules of the Incomplete policy.

**Committee Report: Course Equivalency for Semester Abroad Experiences**

Matt Zierler: Chairperson

Chairperson Zierler indicated there are no updates to report.

**Committee Report: Presence Absence, and Short Leaves**

Tom Summerhill, Chairperson

Chairperson Summerhill shared that the committee met last week and they have undertaken the process of writing up suggested policy language on short-term leaves and absences. Their next meeting will take place after spring break.

**Committee Report: SIRS Replacement Task Force**

Patty West, Kathy Gallo, Antoinette Tessmer

Patty West provided a brief update on the SIRS Replacement Task Force referencing some of the items from Assistant Dean Lucas' presentation.

**Roundtable**

Emilia Marcyk-Taylor reported that the MSU library has applied for an exemption to be open longer than some other academic buildings on campus. It is estimated the hours will be Monday – Friday 7:30am – 10:00pm, Saturdays 10:00am– 6:00pm or 10:00am – 8:00pm and Sundays from 10:00am – 10:00pm.

Respectfully submitted by Lynne Frechen.