

**MICHIGAN STATE UNIVERSITY**  
**University Committee on Undergraduate Education**  
**DRAFT MINUTES**  
Thursday, March 7, 2024  
10:15 A.M. to 12:00 P.M., via Zoom

<https://msu.zoom.us/j/96531712347>  
Passcode: 849464

Present: Gary Blanchard, Kathleen Gallo, Nicole Geske, Ebony Green, Amanda Idema, Andrea Kelly, Becky Keogh (attending for Steve Shablin), Marissa King, Mark Largent, Emilia Marcyk-Taylor, Helen Mayer, Justin Micomonaco, Vashi Sawtelle, Linda Sayed, Robin Silbergleid, Joy Speas, Alexandria Thrubis Stanley, Emily Tabuteau, Antoinette Tessmer, Ethan Voss, Patty West

Absent: Steven Gray, Jairahel Price, Steve Shablin, Antonio White

The minutes for February 22, 2024 were approved. (Att A) (Action Item)

**Comments from the Chairperson**

Chairperson Tessmer shared that she met President Guskiewicz at an Academic Governance event this week and the President expressed that he would like to maintain transparency within the academic governance committees. Chairperson Tessmer also reminded members of UCUE’s next meeting on March 28.

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

Vice Provost Largent also shared that he had met President Guskiewicz and that he is committed to shared governance.

**Request for a New Minor in Smart Agricultural Systems (Att B) (Action Item)**

Ajit Srivastava, Professor, Biosystems and Agricultural Engineering, College of Engineering

Dr. Srivastava shared a presentation titled “Training Future Professionals in the Field of Smart Agriculture.” He defined smart agriculture to be the application of emerging technologies to make agriculture productive, sustainable, resilient, and profitable indicating this field is maturing with conferences available and high-level devices being utilized. A discussion was held on how smart agriculture fits into existing majors such as Engineering and Data Science and proposed courses were shared for the minor.

A discussion was held on how the college will handle the increased instructional demand and where the internal allocations will be coming from to fund the increased teaching demand. Dr. Srivastava indicated that new hires in the department would manage the increased teaching demand. It was noted that some of the courses for the minor are already being taught by existing faculty. Vice Provost Largent requested that related paperwork clearly indicate that recent new hires will be deployed to teach the courses for the new minor and stressed the importance of identifying where the money is being reallocated from and to for teaching each of the courses. He also asked that names be included for each of the recent new hires.

The following motion passed unanimously.

**The University Committee on Undergraduate Education duly considered and endorsed the Request for a New Minor in Smart Agricultural Systems.**

**Request for a New Undergraduate Certificate in Translation (Att C) (Action Item)**

Ann Violin-Wigent, Associate Chair for Undergraduate Studies, Dept. of Romance and Classical Studies, College of Arts and Letters

Dr. Violin-Wigent explained that there has been a growing demand for a transcriptable class in Translation. Classes would be taught in English and will offer a French and Spanish track.

A discussion was held on where the financial support is coming from for the Certificate Program since the paperwork indicates it will be funded through internal reallocation. Dr. Violin-Wigent indicated that current faculty members who teach classes on French and Spanish translation are already teaching in the department's normal rotation. It was indicated that ROM 240 would require a minimal reallocation within the department to pay for it to be taught.

Dr. Violin-Wigent indicated there has been a decrease in enrollment of 300-level courses and not as many sections are being offered as there once was. The internal reallocation refers to redeploying existing faculty, possibly faculty who previously taught one of the 300-level courses, to teach for this Certificate program. Vice Provost Largent requested that related paperwork clearly articulate the redeployment of existing resources and indicate that the demand for the 300-level courses has been dropping.

The following motion passed unanimously.

**The University Committee on Undergraduate Education duly considered and endorsed the Request for a New Undergraduate Certificate in Translation.**

**Ad hoc committee for campuswide survey on use of digital learning platforms (Information Item)**

Antoinette Tessmer, Chairperson, UCUE

Chairperson Tessmer provided a follow-up from two weeks ago indicating that the Steering Committee supported UCUE's proposal on the ad hoc committee's composition, method of selecting members, its function and procedures that UCUE helped determine. Academic Governance is currently in the process of selecting committee members. A discussion was held on one person being qualified to serve in more than one area of expertise. Renata Opoczynski will be able to serve as the Provost office/survey committee representative. Emilia Marcyk-Taylor indicated she will share a name with Chairperson Tessmer who may be able to serve as the Library's representative. Justin Micomonaco volunteered as the representative for UCUE.

**Essential Features for Digital Learning Platforms (Att D) (Discussion Item)**

Jeremy Van Hof, Director, Center for Teaching and Learning Innovation

Jason Beaudin, Executive Director, Educational Technology

Dr. Van Hof shared a document titled, "D2L: Optimizing student success in MSU's digital academic hub," targeted for release for August, 2024.

Jason Beaudin talked about the use of D2L's gradebook and how beneficial it can be for students to be able to check their grades just in time through D2L. He discussed best practices and the top five things to lay a foundation to redefine D2L in a modern learning environment: (1) use the grade book, (2) post a clear syllabus and course schedule, (3) use the announcements tool, (4) distribute course materials, (5) use the assignment submission tool.

Dr. Van Hof shared that the Center is available to help faculty utilize D2L Gradebook with training, workshops, and individual consultation to support the educational process. He asked that UCUE members feel free to send him suggestions and feedback. Vice Provost Largent suggested they present

this information to department chairs and present the information at an upcoming Council of Undergraduate Education (CUED) meeting.

**Subcommittee Report:**

New Student Perception of Learning Survey (SPLS)  
Patty West, Assistant Professor, College of Nursing  
There were no updates regarding the SPLS.

**Roundtable**

There were no items shared at Roundtable.

Submitted by Lynne Frechen.