

**MICHIGAN STATE UNIVERSITY**  
**University Committee on Undergraduate Education**  
**DRAFT MINUTES**  
Thursday, October 12, 2023  
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, Steven Gray, Ebony Green, Alissa Hakim, Amanda Idema, Andrea Kelly, Marissa King, Mark Largent, Kari Schueller Lopez (sub for Julie Beaty), Emilia Marcyk-Taylor, Helen Mayer, Jairahel Price, Ken Prouty (sub for Michael Callahan), Vashti Sawtelle, Linda Sayed, Steve Shablin, Robin Silbergleid, Joy Speas, Thomas Summerhill, Antoinette Tessmer, Ethan Voss, Antonio White, Patty West

Absent: Julie Beaty, Michael Callahan

The agenda was approved as amended by adding the names of representatives from the College of Communication Arts and Sciences to agenda item number 5.

The minutes were approved for September 28, 2023.

**Comments from the Chairperson**

Chairperson Tessmer reminded members that UCUE's next meeting is scheduled for October 26.

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

Vice Provost Largent shared the news that there were two deaths within the campus community on October 11, one a current student and one an alumni. He indicated that October is a difficult month for mental health and stressed the importance for human connection.

Vice Provost Largent indicated that fall enrollment numbers are good. First and second-year return rate for students is between 91 – 92% and has returned to its historical norm. Two months ago MSU began accepting applications for fall 2024.

Vice Provost Largent indicated that resources are being utilized to develop relationships with community colleges in order to create partnerships and increase the number of transfer students to MSU. Resources are also being used to improve the outcomes of students who complete STEM Gateway courses.

**Request to Phase Out and Discontinue the Bachelor of Arts Degree in Media and Information (Action Item)**

Kari Schueller Lopez, Assistant Dean College of Communication Arts & Sciences

Valeta Wensloff, Undergraduate Director, Media & Information Dept., College of Communication Arts & Sciences

The committee granted voice to Assistant Dean Lopez and Ms. Wensloff.

Assistant Dean Lopez indicated this Request is to move the degree from moratorium to disbandment. In 2021, the program split into three new degrees. Over a two and a half year period, enrollment has decreased from about 1,100 students to 42 and most will graduate spring 2024. It was indicated that any remaining students can move into one of the three majors that have been created. It was noted that a moratorium is good for three years and the degree would be discontinued summer 2026.

Voice was removed from Assistant Dean Lopez and Ms. Wensloff.

The following motion passed unanimously.

**The University Committee on Undergraduate Education duly considered and endorsed the request to Phase Out and Discontinue the Bachelor of Arts Degree in Media and Information.**

**Center for Teaching and Learning Innovation (CTLI) (Information Item)**

Jeremy Van Hof, Director

Dr. Van Hof introduced himself and indicated the CTLI has two primary components: (1) online program management team which supports online courses and programs, and (2) teaching center which is focused on the practice of teaching and supports educator development across campus within the various learning environments. The CTLI has just relocated to Rm. W206 in the Main Library and has an open office style with a number of meeting spaces.

Dr. Van Hof indicated some of the Center's main priorities:

- curating resources that MSU already has regarding having difficult conversations in the classroom in support of creating a culture of care;
- create a resource guide and a workshop series related to semester startup (ready by the first week of January);
- a more robust series of programming and support services related to of mid-semester formative feedback review;
- new educator onboarding;
- common language/template/creation of syllabi;
- spring teaching conference in May 2024.

Dr. Van Hof indicated that he would like to set up an advisory board for the CTLI. Other priorities include accessibility around course material, best practice guidelines for teaching, and communication surrounding the locations of course materials. He encouraged members to be sure educational content is as accessible as possible to people with specific needs and hopes to educate faculty and provide tools so the content of documents is as automated as possible. A brief discussion was held on using D2L and how to make existing information accessible.

**Update on University Advising Initiative (Information Item)**

Ebony Green, Director, University Advising

Dr. Green provided updates from University Advising:

- worked on the spring 2023 C/NC policy;
- creation of a campus-wide, trauma-informed response webinar due to February 13 for campus advisors;
- work with recommendations from University Advising Leads;
- work with Campus Solutions;
- how to standardize some things across colleges;
- hiring and onboarding has continued – currently have three directors and four associate directors who lead 19 advisors;
- participation in welcome events across campus;
- Continued advising resources at LCC through Envision Green;
- Rebuilding relationships with Admissions and Career Services.

Dr. Green indicated that plans for 2023 – 24 include continue onboarding the exploratory advising unit, strengthen admissions and advising for transfer students, continue work with secondary admit colleges, and implement the campus-wide MSU advisor onboarding experience. She encouraged members to support advisors and allow advisors time to attend professional development.

**Subcommittee Reports:**

**Course Equivalency for Semester Abroad Experiences**

**Marissa King, Chairperson**

Chairperson King indicated that the committee is gathering information and has completed their first meeting. Best practices across the Big 10 are being reviewed. Their goal is to present what a course approval form would look like and have a proposed process by the end of the semester to present to UCUE.

**Spring Semester Calendar Review**

**Thomas Summerhill, Chairperson**

Chairperson Summerhill noted that two students have been added to the Joint Committee, one from ASMSU, and one from COGS. Becky Keogh will present the spring calendar issue at the Committee's first meeting.

**New Student Perceptions of Learning Survey (SPLS)**

**Patty West**

Chairperson West provided a brief overview on the SPLS and indicated that a full update will be posted to the Academic Governance website in connection to this meeting. Updates shared were:

- Student Perceptions of Learning Environments Policy (SPLEP) and procedures document was approved by the administration in spring 2023;
- Colleges needed to provide the name of a representative by April 21 for formation of SPLS College/Dept. Liaison Group;
- A number of workshops and presentations have taken place from May to current date about the SPLS;
- Pilot use of SPLS began summer semester 2023 with official launch planned for fall 2023.

It was noted that the technical life of the old SIRS system has expired. Chairperson West encouraged members to visit [spls.msu.edu](http://spls.msu.edu) for updated information.

**Roundtable**

No items were shared at Roundtable.

Submitted by Lynne Frechen.