



College of Arts & Letters

MICHIGAN STATE UNIVERSITY

College Undergraduate Committee – February 18, 2020

Attendance: Bethany Judge, Quinn Moreno, Salah Hassan, Chris Corneal, Shannon Kelly, Angela Wendelberger, Kristin Mahoney, David Godden, Bump Halbritter, Chris Frilingos, Sandra Deshors, Justin Wigard, Miguel Cabanas, Cara Cilano and Laura Borchgrevink.

Minutes: 01/21/2020– 4:00 – 5:00 321 Linton
Meeting started at 4:00pm

1. Approval of the Agenda – Miguel motioned, Angela seconded, agenda approved unanimously.
2. Approval of 1/21/2020 Meeting Minutes – Kristen motioned, Justin seconded, minutes approved unanimously.
3. Flat Rate Tuition
 - a. Will flat rate tuition short circuit lab credits/undergraduate research opportunities? This concern will be readdressed at the next meeting
4. AL Designation
 - a. Was presented at CAC
 - i. CAC Recap
 - Should AL be an innovation house for courses to then find their way into other homes or should AL be a permanent home for certain courses like AL 250?
 - AL should be used for things that are not department based and more experimentally based because we don't want AL courses to step on departmental programming
 - ii. There is a need for a bigger say for disciplinary courses but where should they sit?
 - b. Looked at XA and DH case studies of how AL has been used in the past
 - i. Successful incubator until courses needed to be moved
 - c. CCC on AL document
 - i. Recommendation for a form or pre-proposal before a curriculum proposal
 - Pre-proposal/Idea to CUC/Assoc. Dean for Undergraduate Edu.
 - Shared governance
 - Administrative logistics
 - ii. Recommendation for a more robust sign-off system moving forward for situations like AL 111 and small program creation to generate continuity and sustainability
 - iii. Recommendation for assessment within the first 3 years
 - Agreements for the associated faculty members
 - d. Reviewed the three recommendations above from CCC



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- i. Ideas to consider, what if the assessment goes well and what if it doesn't? What are the other expectations for recommendations moving forward? Who enforces, approves or changes it?
- ii. Does recommendation one have to happen at CUC or should it be at CCC?
- iii. We should talk to CCC about what slows down the process and decision making. CCC doesn't have time for larger broader issues they just have to say yes or no.
- iv. Who can initiate the creation of an AL course?
 - The Dean's Office or faculty?
 - What is the process?
 - Right now anyone can create an AL course but there needs to be an apparatus around it
- v. If courses aren't in a department and are AL they can be left for a long time without any oversight. There isn't faculty buy-in for AL courses which prevents sustainability. Should AL designation be temporary?
- vi. Recommended assessment at 3 and then at 6 and if it's not disciplinary needs to become part of a program or department
- vii. Who takes AL courses?
 - Citizen Scholars substitutes for some university requirements
 - AL 250 is a requirement for some but elective for other Arts & Letters students
 - There are AL courses that need to be removed because they are fully incubated
- viii. AL is needed because AL provides college experiential learning opportunities for all CAL students, or opportunities in general for all CAL students
- ix. AL needs to either be for the long-term college wide learning opportunities or the incubator courses for a certain length of time. Can CUC differentiate the difference before coming to CCC?
- e. Should AL distinguished courses be re-assessed every three years regardless to continually be renewed?
- f. Who keeps track of the three years?
- g. Who is going to pay for the courses and who is going to staff them?
- h. Should the CCC be in charge of the assessment or does it come back to CUC for undergrad courses and CGC for grad courses?
- i. A workflow schedule for AL courses needs to be created so that people know the process and how long it takes.
- j. Historically, AL courses were utilized so that a course could be created sooner.
 - i. Can AL 491 be used for test courses as a faster workaround on course creation?
- k. Cara will write up recommendations and then share them with CGC for CGC to discuss as well so everyone is on the same page. Voting on the new recommendations will take place at the next meeting.