



College of Arts & Letters

MICHIGAN STATE UNIVERSITY

College Undergraduate Committee Minutes - September 15, 2020

9/15/2020– 3:30 – 4:30 via Zoom: <https://msu.zoom.us/j/97654606467> pwd: 702417

Attendance: Katelynn Rendi, Margaret Perlstein, Beth Judge, Angela Wendelberger, David Godden, Jon Keune, Miguel Cabanas, Bump Halbritter, Tamura Lomax, Izzy Taylor, Stacia Moroski, Salah Hassan, David Stowe, Brian Buccola, Noushin Mahmood, Cara Cilano and Leann Dalimonte.

Meeting started at 3:30pm

1. Approval of the Agenda – Miguel motioned, Salah seconded, agenda approved unanimously.
2. Approval of 4/21/2020 Meeting Minutes – Miguel motioned, Angela seconded, minutes approved unanimously.
3. Committee Introductions
4. Overview of Mission/Purpose
 - a. 3rd year as a committee
 - b. Bylaws:
 - i. Discussion over language change from “elected” representatives to another term like appointed, nominated, etc.
 1. No vote necessary as it is a working document, committee agreed to remove the word “elected”.
 - c. Discussion about the function of the committee and how it funnels into, but is separate from, the College Curriculum Committee (CCC).
 - i. Workflow
 - ii. Reminder that new AL courses need to come to CUC before CCC.
5. Nomination of Chair
 - a. Committee approved to have an email soliciting nominations be sent following the meeting. If there are multiple nominations the committee will vote on a chair.

6. AY's Work:

a. Undergraduate Research

- i Discussion on guidelines for undergraduate research activities
- ii New undergraduate research request form for PIs
- iii Allowable undergraduate research categories:
 - 1 Professional assistants
 - 2 Students taking directed individual study courses
 - 3 Undergraduate employees
 - 4 Undergraduates participating in laboratory or other research on a voluntary basis
- iv Contact vrappts@msu.edu for questions

b. Supplemental SIRS

- i Discussion over evaluative measures, tools of assessment, and student review mechanisms especially during remote teaching
- ii Consider adding questions to reflect remote teaching practices

c. Tier II Requirement

d. Experiential Learning Requirement

7. Other Business

Meeting adjourned at 4:33pm