**CUC: September 28, 2023 Meeting Minutes**

# In Attendance:

* Scott Schopieray
* Sonja Fritsche
* Ellen Moll
* Robert McCann
* Tamura Lomax
* Fred Rauscher
* Carrie Lewis
* Casey McArdle
* Julie Koehler
* Anne Violin-Wigent
* Amy Lampe
* Yvonne Morris
* Camelia Suleiman
* Josh Lam

Agenda Files

Our agenda files will be in our [shared Teams folder](https://michiganstate.sharepoint.com/:f:/r/sites/CALCUC/Shared%20Documents/General/CUC%20(College%20Undergraduate%20Committee)%20Materials?csf=1&web=1&e=USSMRW) under AY2023-2024 > FS2023 CUC Materials.

### ***Agenda Summary***

1. **Approval of the previous agenda – April 27, 2023**
2. **Introductions and reconvening**
3. **Reviewing committee charge and expectations (Guest: Sonja Fritzsche)**
4. **Discussion of topics and ideas for this year’s work**
5. **Scholarship work (Guest: Ellen Moll)**
6. **Chair nominations/election process**

# ***Meeting & Discussion Summary***

* Introductions of all new and returning CUC members.

Casey McArdle motioned to approve April 27, 2023 agenda/minutes from SS 2023 at 3:43pm.

Yvonne Morris seconded at 3:43pm.

Vote at 3:44pm: *All in favor, none opposed.*

* Sonja introduces the role and importance of CUC:

Curriculum review and course proposals took time from the CCC and there was no time for further undergraduate discussions. The CUC was developed on Sonja’s suggestion to the CAC in looking at ways to improve, innovate, share best practices in undergraduate studies. This was approved in 2018. CCC could bounce items to CUC and CUC could take recs back to CCC.

* Sonja discusses structural shifts in Undergraduate Studies in CAL: thank you, Scott, for participation in leading CUC.
* Experiential learning item: see [For Next Meeting](#_For_Next_Meeting).
* Scholarship discussion with Ellen. Subcommittees of CUC have been handling CAL Undergraduate Scholarships; Ellen hopes for this to continue. Possible conversations around developing a rubric through the CUC for making scholarship decisions.

1. **Is CUC willing to continue assisting with the scholarships?**

* Carrie chimes on moving up deadline to March 1st for deadline, giving committee more review time.
* Tamura proposes considering who CUC is/does as part of this discussion. Proposes CUC gain clarity on how/what CUC does and how scholarships fit into that picture.
* Ellen speaks to the role of CUC in having larger focus on undergraduate learning overall aside from CCC’s role in curriculum review. Vision/mission/management/day-to-day of undergraduate programs are part of CUC and Ellen asks about the possibility of having proposals come forward regarding items like study abroad, student success, etc.
* Scott notes the importance of determining CUC’s functions prior to committing, suggesting a consideration period.
* Review of SP23 Bylaws draft proposed by former Chair Karen Moroski-Rigney/FS22-SS23 Committee.

*NOT APPROVED BYLAWS.*

Notes about eligibility language from Fred, Tamura; comments from Camelia on the opportunity to start working from the draft.

Scott proposes inviting Chair Morgan Shipley or spring Chair Sonja Fritsche from the CCC to discuss things further with CUC.

Fred highlights unity between CUC and CCC.

Scott proposes connection w/CCC: see [For Next Meeting](#_For_Next_Meeting).

* Scott recommends group considers topics for a few days and introduces them via Teams or email to the group.
* Chair nomination

Scott asks for nominations for chair/interest in chair position.

Casey nominates Camelia; Camelia expresses interest at 4:20pm.

Robert votes for Camelia as well.

Vote at 4:21pm: *All in favor, none opposed.*

**Next meeting: October 26, 2023.**

# ***Key Takeaways***

# Good starting draft for bylaws; edits are need/proposed.

# ***For Next Meeting***

* *TBD*: Future agenda item: experiential learning requirement discussion, as recommended by Sonja. Think about building out more opportunities, better definitions for experiential learning.

[*https://reg.msu.edu/academicprograms/Print.aspx?Section=1549*](https://reg.msu.edu/academicprograms/Print.aspx?Section=1549)*:*

*e. Experiential Education requirement:(1) Students must earn a minimum of 3 credits in one of the following experiential education options through an associated course approved by the College:(a) An approved internship(b) An approved service/community engaged learning experience(c) An approved undergraduate research or creative project directed by a faculty member(d) An approved study abroad program(e) An approved study away program*

Sonja plans to work with advisors, Excel Network to determine issues, and then bring some proposals to the CUC to get feedback for direction. *Feedback from CUC is welcome at any time.*

* TBD: Connect with CCC on similar topics.