

**MICHIGAN STATE  
UNIVERSITY**

August 21, 2012

**MEMORANDUM**

**TO:** Board of Trustees Policy Committee

**FROM:** President Lou Anna K. Simon *WAO*

**RE:** Revision to Bylaws for Academic Governance for Review by the MSU Board of Trustees

**RECOMMENDATION**

**BE IT RESOLVED** that the Trustee Policy Committee recommends to the Board of Trustees approval of the recommended revised Bylaws for Academic Governance (attached), as approved by University Council on April 24, 2012, changes effective Spring Semester, 2013.

In accordance with those bylaws (8.3.2.1), I have reviewed the changes, concur with the proposed revisions, and now request action by the Board of Trustees.

**BE IT FURTHER RESOLVED** that the Trustee Policy Committee recommends to the Board of Trustees that it authorize the Provost to make any conforming changes to other University policies that will be necessary following this Board action.

**BACKGROUND**

On April 24, 2012, University Council approved the recommended revisions to the Bylaws for Academic Governance (Attachment A). The changes represent a preferred name and acronym for a University standing committee, requested by that committee. The change from the "University Committee on Undergraduate Studies" (UCUS) to "University Committee on Undergraduate Education" (UCUE) creates the need for a series of changes throughout By-Laws. The additional authorization to make conforming changes will allow the name change in other documents, including the Academic Freedom Report.

Attachment

**cc:** Board of Trustees Finance Committee  
Kim Wilcox, Provost and Vice President for Academic Affairs  
Robert A. Noto, Vice President for Legal Affairs and General Counsel  
William Beekman, Secretary to the Board



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## Proposed Changes in Bylaws for Academic Governance

### Current Language with Proposed Amendments

~~4.4. UNIVERSITY COMMITTEE ON UNDERGRADUATE STUDIES ..... 4-6~~  
 4.4. UNIVERSITY COMMITTEE ON UNDERGRADUATE EDUCATION..... 4-6

3.3.6.2. ~~The University Committee on Undergraduate Studies (UCUS)~~ The University Committee on Undergraduate Education will report to the University Council, provided that on issues of establishment, moratorium, discontinuance, and merger of programs, the University Council and the Faculty Senate will be informed of UCUS’s consultation with the Provost.

4.1.1. There shall be the following University-level Standing Committees within Academic Governance:

- University Committee on Academic Governance
- ~~University Committee on Undergraduate Studies~~
- University Committee on Undergraduate Education
- University Committee on Curriculum
- University Committee on Faculty Affairs
- University Committee on Faculty Tenure
- University Committee on Graduate Studies
- University Committee on Student Affairs

4.4. ~~UNIVERSITY COMMITTEE ON UNDERGRADUATE STUDIES~~  
 UNIVERSITY COMMITTEE ON UNDERGRADUATE EDUCATION

4.4.1. The membership of the ~~University Committee on Undergraduate Studies (UCUS)~~ University Committee on Undergraduate Education (UCUE) shall include a faculty member from each college, and a faculty member from the non-college faculty. ~~UCUS~~ (UCUE) shall also have four undergraduate student members, of whom one must be the Vice Chairperson of Academic Affairs of ASMSU, and two graduate student members from COGS. The Provost or the Provost’s designee shall be a member with voice, but no vote.

4.4.1.1. The ~~University Committee on Undergraduate Studies~~ University Committee on Undergraduate Education shall report to the University Council (3.2.6.).

4.4.1.2. Each year the ~~University Committee on Undergraduate Studies~~ University Committee on Undergraduate Education shall appoint one of its faculty members to serve as an ex officio member on the Athletic Council.

4.4.2. The chairperson of the ~~University Committee on Undergraduate Studies~~ University Committee on Undergraduate Education will serve on The Steering Committee and thus on the University Council and the Faculty Senate.

- 4.4.3. The ~~University Committee on Undergraduate Studies~~ University Committee on Undergraduate Education shall exercise the faculty's delegated authority on grading policy for undergraduate students and the use of grades and grade point averages for undergraduate admissions and for advancement in or graduation from undergraduate academic programs.
- 4.4.4. The ~~University Committee on Undergraduate Studies~~ University Committee on Undergraduate Education shall review all changes in undergraduate academic programs proposed by academic units and recommend their approval or rejection to the University Committee on Curriculum.
- 4.4.5. The ~~University Committee on Undergraduate Studies~~ University Committee on Undergraduate Education shall have shared responsibility with the Dean of Undergraduate Studies to consult with the Provost on the establishment, moratorium, discontinuance, or merger of undergraduate academic programs; on policies pertaining to curriculum revision, methods of instruction, evaluation of instruction, and advising and counseling for undergraduate students and programs; and on other policies pertaining to undergraduate education. On issues of the establishment, moratorium, discontinuance, and merger of undergraduate academic programs, the University Council and the Faculty Senate will be informed of the ~~UCUS's~~ UCUE's consultation with the Provost.
- 4.4.6. The ~~University Committee on Undergraduate Studies~~ University Committee on Undergraduate Education shall have shared responsibility with the Dean of Undergraduate Studies to consult with the Provost on policy pertaining to admissions and retention, financial aid, and the use and distribution of educational and research resources for undergraduate students and programs.
- 4.4.7. The ~~University Committee on Undergraduate Studies~~ University Committee on Undergraduate Education shall advise and consult with the Dean of Undergraduate Studies and the Provost and make recommendations to the University Council on all other matters of academic policy affecting undergraduate students.
- 4.4.8. The ~~University Committee on Undergraduate Studies~~ University Committee on Undergraduate Education shall coordinate its activities with those of other committees, as appropriate.

## Final Language with Proposed Amendments Incorporated

### 4.4. UNIVERSITY COMMITTEE ON UNDERGRADUATE EDUCATION..... 4-6

3.3.6.2. The University Committee on Undergraduate Education will report to the University Council, provided that on issues of establishment, moratorium, discontinuance, and merger of programs, the University Council and the Faculty Senate will be informed of UCUS's consultation with the Provost.

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- University Committee on Faculty Tenure
- University Committee on Graduate Studies
- University Committee on Student Affairs

### 4.4. UNIVERSITY COMMITTEE ON UNDERGRADUATE EDUCATION

4.4.1. The membership of the University Committee on Undergraduate Education (UCUE) shall include a faculty member from each college, and a faculty member from the non-college faculty. UCUE shall also have four undergraduate student members, of whom one must be the Vice Chairperson of Academic Affairs of ASMSU, and two graduate student members from COGS. The Provost or the Provost's designee shall be a member with voice, but no vote.

4.4.1.1. The University Committee on Undergraduate Education shall report to the University Council (3.2.6.).

4.4.1.2. Each year the University Committee on Undergraduate Education shall appoint one of its faculty members to serve as an ex officio member on the Athletic Council.

4.4.2. The chairperson of the University Committee on Undergraduate Education will serve on The Steering Committee and thus on the University Council and the Faculty Senate.

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4.4.4. The University Committee on Undergraduate Education shall review all changes in undergraduate academic programs proposed by academic units and recommend their approval or rejection to the University Committee on Curriculum.

4.4.5. The University Committee on Undergraduate Education shall have shared responsibility with the Dean of Undergraduate Studies to consult with the

Provost on the establishment, moratorium, discontinuance, or merger of undergraduate academic programs; on policies pertaining to curriculum revision, methods of instruction, evaluation of instruction, and advising and counseling for undergraduate students and programs; and on other policies pertaining to undergraduate education. On issues of the establishment, moratorium, discontinuance, and merger of undergraduate academic programs, the University Council and the Faculty Senate will be informed of the UCUE's consultation with the Provost.

- 4.4.6. The [University Committee on Undergraduate Education](#) shall have shared responsibility with the Dean of Undergraduate Studies to consult with the Provost on policy pertaining to admissions and retention, financial aid, and the use and distribution of educational and research resources for undergraduate students and programs.
- 4.4.7. The [University Committee on Undergraduate Education](#) shall advise and consult with the Dean of Undergraduate Studies and the Provost and make recommendations to the University Council on all other matters of academic policy affecting undergraduate students.
- 4.4.8. The [University Committee on Undergraduate Education](#) shall coordinate its activities with those of other committees, as appropriate.