# September 5, 2023

# MEMORANDUM

**TO:** The Steering Committee

**FROM:** Tyler Silvestri  
 *Secretary for Academic Governance*

**SUBJECT:** Schedule of Annual Guests to Faculty Senate and University Council

In the summer of 2019, an independent group of seven faculty senators developed a document titled "Report on Improving the Effectiveness of MSU Faculty Senate." Among other things, the group recommended developing a schedule of guests to be invited the same month each year to present to the Faculty Senate on stated subjects.

Since the report was submitted, the Steering Committee has attempted to schedule presentations from the recommended guests (with occasional changes) annually. Last year, the Steering Committee made additional amendments.

A proposed 2023–2024 schedule based on these developments is attached

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| **Month** | **Faculty Senate Guest(s)** | **Topic** | **Notes** |
| September | Vice Provost and Associate Vice President for Faculty and Academic Staff Affairs    Vice Provost and Associate Vice President for Faculty and Academic Staff Development | Office of the Vice Provost and Associate Vice President for Faculty and Academic Staff Affairs    Office of the Vice Provost and Associate Vice President for  Faculty and Academic Staff  Development | FASA presentation may include directors.    The two presentations may be combined. |
| October | Vice President for Research and Innovation | Research |  |
| November | Provost, Vice Provost and Associate Vice President for Faculty and Academic Staff Affairs, and Vice President and Chief Diversity Officer | Faculty recruitment, hiring, retention, promotion, and tenure | VPCDO’s contributions should be limited to DEI issues related to faculty hiring, etc. |
| December | Vice Provost for University Outreach and Engagement | Outreach and engagement |  |
| January | Vice President and Chief Diversity Officer | MSU’s diversity, equity, and inclusion efforts |  |
| February | Vice President for Public Safety & Chief Safety Officer Chief of Police | Policing at Michigan State University |  |
| March | Vice President and Strategic Director of University  Communications, Vice President and University  Spokesperson, and Vice President for Marketing,  Public Relations, and Digital Strategy | Internal and External  Communication |  |
| April | University Committee on Faculty Affairs Chairperson | Annual faculty and academic staff compensation recommendation |  |

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| **Month** | **University Council Guest(s)** | **Topic** |
| September | Senior Vice President, Chief Financial Officer, and Treasurer | Budget approved by the Board of Trustees over the summer, including faculty compensation |
| October | Chief Investment Officer | Major, long-term investments |
| November | Vice Provost for Undergraduate Education    Vice Provost for Graduate and Postdoctoral Education | Undergraduate enrollment and  student success    Graduate enrollment and student success |
| January | Senior Vice President for Student Life and Engagement | Undergraduate support services & student life and engagement |
| February | Associate Vice President for the Office for Civil Rights and Title IX  Education and Compliance, Title IX Coordinator, and Director of the Office of Institutional Equity | Title IX and RVSM at MSU |
| March | Senior Vice President, Chief Financial Officer, and Treasurer | Budget for next fiscal year |
| April |  |  |