

MICHIGAN STATE
U N I V E R S I T Y

Minutes of the University Committee on Graduate Studies (UCGS) - Meeting 04 17 23

Present:

Anne-Lise Halvorsen (EDU)	Maria Kloboves (COGS)
Beau Zhang (COGS)	Noga Morag-Levine (LAW)
Beth Herbel-Eisenmann (EDU)	Joe Lonstein (CSS, SUB for Lily Yan)
Bismarck Amaniapong (COGS)	Pero Dagbovie (GRAD)
Brady Tyburski (COGS)	Rajesh Kulkarni (CNS)
Bruno Takahashi (CAS)	Robert Fowkes (VET)
Cathy Ernst (ANR)	Tomas Hult (BUS)
David Barondess (CHM)	Tom Sharkey (CNS)
Hannah Jeffery (COGS)	Trixie Smith (CAL)
Joanne Riebschleger (CSS)	Wynne Wright (ANR, SUB for Kimberly Chung)
Kyonghee Kim (BUS)	

Absent: Lorraine Robbins, Mahmoodal Haq, Zhihua Tang

Guests: Bethany Laursen, Aron Sousa, Robert Abramovitch, Doug Gage, Laura McCabe

Preliminary Matters and Meeting Break: Anne-Lise Halvorsen called the meeting to order at 3:00 PM.

Note: There was a 4:13-4:30 Zoom break to wait for a guest. Minute sequences align with the approved agenda.

1. **Approval of Agenda:** Agenda was approved Kyonghee Kim. Second by Trixie Smith. *Agenda was approved.*
2. **Approval of Minutes from March 20, 2023:** Motion by Tom Sharkey to approve the minutes with the recommended attendance additions. *Motion was approved.*
3. **Remarks from the Chairperson:** Anne-Lise Halvorsen reviewed the work of the UCGS, including review of many new programs, revised programs, specializations, and certificates. UCGS members also completed other goals including attending to academic service processes; ROI hiring processes; and changing masters and doctoral program transfer credit policies. She emphasized that the work of the UCGS committee is important for MSU and its graduate students. She also thanked the subcommittee members and chairs for their contributions and hard work. She thanked COGS President Hannah Jeffery and COGS members of UCGS (Beau Zhang, Brady Tyburski, Maria Kloboves, Bismarck Amaniapong) for their service to the committee. Anne-Lise Halvorsen thanked Bruno Takahashi for stepping in as Vice-Chair; Joanne Riebschleger for serving as UCGS secretary; and Tom Sharkey for his careful review of curriculum items submitted to UCGS. She also thanked Bethany Laursen for bringing a wealth of institutional knowledge to the committee.

The Chair also discussed updates from the Faculty Senate and University Council and that the minutes to these are online. Gender and sexual identity policies are under review, as well as the new 6 PM locked building safety policy. She thanked Vice-Chair Bruno Takahashi for attending the March 23 University Council meeting in her place. She reminded the members that nominations are being solicited for the Presidential Search Committee. Anne-Lise Halvorsen announced that Lorraine Robinson has volunteered to represent UCGS on a committee to review the draft Faculty Conflict of Interest policy. A representative from UCFA has also been invited.

4. **Remarks from the Dean of the Graduate School:** Pero Dagbovie said he echoed the thanks to UCGS members and others noted by Anne-Lise Halvorsen. He said he is appreciative of the committee members' important work. He emphasized that the involvement of students was highly valued. He said it is important to acknowledge the leadership of Anne-Lise Halvorsen who stepped into the Chair role in fall 2023. He noted that she had executed the Chair role "with rigor, with enthusiasm, and with a commitment to the organization and graduate students." Pero Dagbovie recognized COGS president Hannah Jeffery and COGS students for their contributions as well.
5. **Remarks from the COGS President:** Hannah Jeffery shared discussions about the new university pronoun policy. She indicated there was an invitation to have COGS participate in the Presidential search. She summarized safe environment discussions and a COGS invitation to participate in the Safe Environment Task Force. She announced there will be a "brand new board next year with all positions filled."

Aron Sousa attended the meeting to discuss the requests for new departments in the College of Human Medicine (CHM- see items 6-11 on the agenda, below). Aron Sousa described the statewide departments that support the collaboration between MSU CHM and the Henry Ford Health Care system. Most faculty in these departments would be based out of Henry Ford. The faculty of these proposed new departments would work with students in clerkships and contribute to the curriculum of early clinical experiences. He explained that there are no indicative clerkships in middle clinical experiences. The new clerkships in these departments would include stateside access by medical students in Michigan, including those from the MSU College of Osteopathic Medicine. Aron Sousa said that the creation of the clinical departments will "better reflect" on student transcripts what they actually studied within their clinical experiences. Other more specific departments already exist, such as a Henry Ford – MSU Dept. of medicine, surgery, and family medicine. There is an CHM - emergency medicine dept. in Grand Rapids.

Per Aron Sousa, the six requested below for new departments are "unparalleled departments." New faculty will be trained; for example, they will take the MSU RSVM training. In many cases, the faculty will be employees of the Henry Ford system (not MSU), thus they will have a clinical prefix in front of their title. Some will have a curricular or administrator responsibility or be involved in a research project; it is possible those individuals may qualify for a tenure track position.

Aron Sousa said the committee is being asked to endorse the creation of the new departments of otolaryngology, pathology, radiation oncology, urology, dermatology, and neurosurgery.

Motion by Tomas Hult to support the development of new CHM Departments of otolaryngology, pathology, radiation oncology, urology, dermatology, and neurosurgery. Second by Joe Lonstein. Discussion. *Motion passed.*

6. **Request to add a new Department of Otolaryngology in the College of Human Medicine:** *Motion passed.* See above.
7. **Request to add a new Department of Pathology in the College of Human Medicine:** *Motion passed.* See above.

8. **Request to add a new Department of Radiation Oncology in the College of Human Medicine:** *Motion passed.* See above.
9. **Request to add a new Department of Urology in the College of Human Medicine:** *Motion passed.* See above.
10. **Request to add a new Department of Dermatology in the College of Human Medicine:** *Motion passed.* See above.
11. **Request to add a new Department of Neurosurgery to the College of Human Medicine:** *Motion passed.* See above.
12. **Request to Change the Requirements for the Master of Science Degree in Microbiology and Molecular Genetics:** Rob Abramovitch explained that the program wishes to have a formal plan for the MS Degree in Microbiology and Molecular Genetics (plan B), so it aligns with the new Student Information System. Student that sign up for this MS degree are often from the Dept. that have undergraduate degrees and/or are moving toward a Ph.D. UCGS members noted some minor inconsistencies in the paper work submitted.

Robert Fowkes made a motion to approve the request for changes for the requirement for the Master of Science Degree in Microbiology and Molecular Genetics with some minor UCGS recommended writing edits. Second by Trixie Smith. *Motion passed.*

13. **Election of 2023-2024 UCGS Officers:**

- a. **Chair:** Trixie Smith
- b. **Vice-chair:** Kyonghee Kim
- c. **Secretary:** To be determined in fall 2023

Anne-Lise Halvorsen discussed the above slate for Chair and Vice-chair. She also invited continuing UCGS members to volunteer for Chair, Vice-chair, and especially, Secretary. There were no new UCGS member volunteers. The group agreed to vote on the Secretary nominee in fall 2023.

Motion by Beth Herbel-Eisenmann to have Trixie Smith as Chair for the next academic year (23-24).
Second. *Motion approved.*

Motion by Tom Sharkey, second by Trixie Smith, to have Kyonghee Kim serve as Vice-Chair for the next academic year (23-24). *Motion approved.*

14. **University Committee on Graduate Studies Subcommittees Reports:**

a. Academic Research Policy Subcommittee: Tomas Hult said that in the past there has been more items to discuss in this committee. He said there is no committee business to report in this meeting.

b. Graduate Instruction, Employment, & Mentoring Subcommittee: Beth Herbel-Eisenmann recognized the work of Bismarck Amaniapong and Brady Tyburski in researching student education and living costs. She noted that she, Lili Yan, Trixie Smith primarily worked on the writing of the report. The report indicated that the subcommittee recommends a 6.2% raise is needed for students to stay even with their current level of funding. Bethany Laursen recommended the report be forwarded to Tyler Silvestri or the provost once Brady Tyburski completes one small edit. Anne-Lise Halvorsen will forward. Since it is merely a recommendation, a UCGS vote is not required. She thanked the committee members for such a thorough report. The report will be available on the UCGS D2L site for use by the 2023-2024 Graduate Instruction, Employment, and Mentoring Subcommittee.

c. Curriculum and Program Review Committee: Tom Sharkey noted that items 15 through 18 were likely to need only minor editing changes that don't need consideration by the full UCGS committee. He said there are 3 requests for moratoriums and one change for the Master of Arts Degree in Health and Risk Communication.

Items 15-18 Block Vote: Motion by Beth Herbel-Eisenman, second by Tomas Hult, to approve agenda items 15-18 (below). *Motion passed.*

15. Request for a Moratorium on the Graduate Specialization in Global Urban Studies: There was a brief discussion about the Moratorium on Admission to the Graduate Specialization in Global Urban Studies. The document needs to be clear that the end semester (moratorium) and start semester (admission) align well. A few additional minor edits were recommended. Members suggested coordination with Joy Speas. *Request approved.* See above block vote.

16. Request for Extension on the Moratorium Granted on Admission to the Master of Science Degree in Hospitality Business Management: *Request approved.* See above block vote.

17. Request for Extension on the Moratorium Granted on Admission to the Graduate Specialization in Hospitality Business: *Request approved.* See above block vote.

18. Request to Change the Requirements for the for the Master of Arts Degree in Health and Risk Communication: *Request approved.* See above block vote.

19. Discussion of draft Interim Faculty Conflicts of Interest Policy: Doug Gage and Laura McCabe from the Office of Research and Regulatory Support attended the meeting to discuss this draft policy. Doug Gage said the intent of the draft Interim Faculty of Interest Policy was to align this policy with current practices. Pero Dagbovie asked about the history and purpose of the initial inclusion of UCGS and how changes over time emerged. No one in the meeting reported being at MSU and involved at that historical time. Doug Gage clarified that approving this draft Interim Faculty COI policy "does not require the approval of academic governance but we are open to stakeholder feedback as it is the right thing to do." Doug Gage noted that federal grant funders have increased their attention to institutional COI policies. Laura McCabe noted that the next Faculty COI policy draft will be version four. It will be forwarded to UCGS to continue our communication.

With regard to UCGS inclusion in hiring practices for a Conflict of Interest Director, UCGS members said they would be okay with being in the 2nd round, e.g., stakeholder contacts.

20. Round Table: No additional items were discussed.

21. Adjournment: Motion by Tomas Hult, second by Beth Herbel-Eisenmann, to adjourn this meeting. Motion passed. Anne-Lise Halvorsen adjourned the meeting at 5:00 PM.

Submitted by,



Joanne Riebschleger
Secretary, University Committee on Graduate Studies

Approved: