Michigan State University

Academic Council

Minutes

Tuesday, November 21, 2006
3:15 p.m., 115 International Center


The meeting began at 3:20 p.m. with a full quorum present.

Approval of Agenda:
The agenda was approved as distributed.

Approval of Minutes:
The minutes of October 24, 2006 were approved as distributed.

Provost's Remarks:
Provost Wilcox announced the President was delayed and would attend the meeting. The Provost noted the time for all to reflect on our roles and the institution’s role in society and what we would like to make of this time. The past year and a half has been a time to craft and implement a strategic plan for the University, the President’s Boldness by Design plan. We also pushed hard to invest in projects and planning on how to reposition the University in society. We have had discussions on how we measure ourselves or institutional metrics. After many discussions there is a draft copy of a set of institutional metrics and there is a multi session scheduled within the month to discuss the metrics. If the metrics are approved and endorsed by the President, they will be presented publicly at the Founder’s Day speech in the spring. The metrics include about twenty items by design and the Provost’s intent is to understand and adjust if needed. This will allow a common understanding of the key measures of our success. These again are institutional metrics that apply to us in the composite and any one of the metrics may or may not apply to us individually or even within our home departments or colleges. We should...
also be thinking about other measures of our success. The institutional metrics will be posted on the web in the near future.

**ECAC Chairperson’s Remarks:**
Professor Potchen reported that both the Voice Implementation Committee (VIC) and Faculty Council have had discussions on the Faculty Voice task force reports. Progress is being made and there are some conflicts and the VIC is trying to work this out. We have moved with Task Force 2 and 3 which have been sent to the President. Task Force 4 is still under some discussion and Task Force 5 will be discussed at this meeting. Professor Potchen also noted that VIC is looking at ways that faculty can be more proactive rather than merely reactive and how they can have a greater impact on the University’s destiny. We are making progress. He thanked the faculty for all of their work.

**President’s Remarks:**
President Simon apologized for being late as she had a number of media interviews. The President thanked the faculty for all of the work done during Fall semester. The economic circumstances for the State continue to become more transparent. In the post election environment we learned of a budget deficit in the fiscal year to close October 2006 to be estimated at anywhere from $200 million upwards. How that deficit will be resolved is unclear.

As we go into the year 2007 there is a need to find a resolution to the SBT tax replacement which has a significant component of revenue. There are structural deficits because the latest economic forecasts for the State were not positive with respect to jobs. The U of M economists are projecting additional job loss in the State. This certainly adds to the University’s list of challenges. The University is well positioned given our need to be connected more broadly among ourselves in terms of interdisciplinary programs, with the State in order to be an agent for economic recovery in the region, as we work with our CIC colleagues and our connections internationally to have educational experiences and research. The institution’s value of inclusion was potentially affected by the election but in the President’s mind it was not affected. The value of inclusion is not dependent on any one tool but the road is steeper because of Proposal 2.

The university will need to reassess what is being done and find new ways to assure that we are an inclusive community. The unintended consequences of Proposal 2 are that contributions are not valued from people who come from various ethnic and racial backgrounds. If the University is to meet their obligations to society, the University community needs to recognize the sense of concern and find ways within the day to day activities to assure an inclusive environment. It is important to work with individuals affected by this Proposal to assure them the financial aid for this year will be unaffected while we look at what the financial options are for next year. The MSU is communicating with U of M and Wayne State exploring legal avenues of clarification. An email will be sent after the holidays identifying a web site that will provide clarity about where the University is and what issues are pending. The Governor has asked the State Civil Rights Commission to assess the impact of this ballot proposal and provide commentary. The President commended the students for their engagement in this issue.

**University Committee on Curriculum Report:**
Professor Campbell, Chairperson of UCC, presented the following report to members:
• There were 11 programs reviewed and approved. All of these involved program changes.
• There were no new programs or any program deletions during this period.
• There were 106 course proposals, with 50 new courses, 38 course changes and 18 course deletions.

A motion was passed to approve the UCC report.

Faculty Voice Task Force 5 Report (Fixed Term Faculty):
Professor Campbell, member of VIC, reported on the Task Force 5. The Faculty Council approved the proposed eight items on pages 1 and 2 on the report distributed. Eric Hinojosa, Academic Assembly Chairperson, moved the main proposal be amended to include proportional representation by students from Academic Assembly be maintained on Academic Council. The amendment to the proposal was passed. A motion was passed to approve the amended proposal regarding Fixed Term Faculty. An Amendment was passed to send the proposal to UCAG for proposed amendments to the University Bylaws.

Dean’s List Policy:
Professor Putnam, Chairperson of the University Committee on Academic Policy (UCAP), reported on the clarification of the Dean’s List Policy as an information item. UCAP recommended the Policy remain unchanged, but the wording be changed to clarify that only coursework in a student’s undergraduate program counts toward the 12 credits required to qualify for the Dean’s list.

Other Business
No additional items were identified.

There being no further business, the meeting was adjourned at 4:10 p.m.

Respectfully submitted,

Jacqueline Wright
Secretary for Academic Governance

Attachments:

Standing Committee Summary Reports for September, October and November, 2006
(No reports received from UCC, UGC and UCSA)

Tapes of complete meetings of the Academic Council are available for review in the office of the Secretary for Academic Governance, 308 Olds Hall, 355-2337.
COMMITTEE NAME: University Committee on Academic Governance
COMMITTEE CHAIRPERSON: Christina DeJong

September:
- Bylaw change regarding job titles in the Provost office was approved and forwarded to Academic Council.
- Issue of student participation on matter of tenure/personnel UCFT was raised. UCAG tabled this discussion pending changes to governance that may arise from the Task Force I report.

October:
- Quorum was not reached, no minutes taken.

November:
- Discussion that we do not currently have bylaws for the College of Law. Issue forwarded to ECAC for action.
- Committee divided into 2 subcommittees to review bylaws for Osteopathic Medicine and Human Medicine.

List of prospective agenda items for the next meeting:
- Review proposed changes to bylaws by subcommittees (Osteopathic Medicine, Human Medicine)
- Discuss Law College bylaws and timeline
- We expect to receive recommended changes to bylaws regarding Fixed-term faculty (Task Force V)

COMMITTEE NAME: University Committee on Academic Policy
COMMITTEE CHAIRPERSON: Ralph Putnam

Summary of committee activities for September, October & November 2006:

1. Considered and supported proposal to revise the Writing Requirement statement in the Undergraduate Education section of Academic Programs, to accommodate writing course requirements established by the Residential College in the Arts and Humanities. (August 31)

2. Considered and supported proposal to create a College of Music. (September 14)

3. Continued discussion begun in spring 2006 of possible changes or clarification to the Dean’s List policy. The committee agreed that the policy should remain unchanged, but recommended changes in the wording of the policy. (September 14)

4. Presentation by Jim Pignataro, the Director of Student-Athlete Support Services, Tour of Smith Center facilities, and discussion of academic support services for Student-Athletes. (September 14)
5. Considered request by the Department of Food Science and Human Nutrition to establish a minimum grade-point average for admission to the Dietetics major. UCAP supported establishing an admissions requirement. (October 12)

6. Considered and supported recommendation from the Honors College that the Academic Scholars program be made permanent. (November 30)

7. Considered and supported request to extend moratorium on Admission to the Bachelor of Arts Degree in Women’s Studies through summer 2007. (November 30)

8. Discussion and subcommittee work on establishing a fall break.

9. Discussion and subcommittee work on academic dishonesty policies and the possibility of an academic dishonesty grade marker.

10. Discussion and subcommittee work on possible revisions to the religious observance policy.

11. Discussion and subcommittee work on possible revisions to policy for College-Level Examination Program (CLEP) course waivers.

List of prospective agenda items for the next meeting:

1. Consider request for MSU Academic Senate to join the Coalition on Intercollegiate Athletics (COIA)
2. Continue discussion of policies for undergraduate instructional assistants.
3. Select UCAP liaison to the University Committee on Liberal Learning.
5. Discuss Academic Dishonesty policies.

COMMITTEE NAME: University Committee on Faculty Affairs
COMMITTEE CHAIRPERSONS: Catherine Ernst and John Powell, Co-Chairs

Summary of committee activities for September, October & November 2006:

The University Committee on Faculty Affairs (UCFA) consists of two subcommittees: Budget Subcommittee and Personnel Policy Subcommittee. The subcommittees focus their efforts on their individual charges. As their projects are completed, they are presented to the UCFA for discussion, recommendations, and support. The following paragraphs summarize the activities of the two subcommittees and the actions taken by the UCFA as a result of their work.

UCFA – Committee of the Whole

The UCFA co-chairs, in conjunction with chair of the University Graduate Council (UGC) worked on the implementation of the Faculty Conflicts of Interest Policy that was approved by the Board of Trustees in spring 2006. The chairs have been working with the Vice President for Research and Graduate Studies in establishing the search process
for the newly created *Faculty Conflicts of Interest Information Officer* (FCOIIIO) position. The search committee is being established and will begin their work in January 2007. Presently, Dr. Terry May has been identified as the interim FCOIIIO to begin development of an information handbook for faculty. The committee chairs are overseeing Dr. May’s progress until such time as the permanent position is filled.

**Budget Subcommittee:**

During the period of August 28 to November 28, 2006, the Budget Subcommittee of the University Committee on Faculty Affairs addressed a number of issues related to budgetary implications for the 2007-08 year. Initial meetings were devoted to a review of the 2006-2007 budget materials, the metrics for the quality fund allocations, and “big picture” issues regarding budget development guidelines and recommendations for the 2007-2008 academic year. The subcommittee received weekly updates from the Health Care Task Force Subcommittee regarding the planning and organization that took place over the summer, and the issues that they were considering.

The subcommittee also received an update from Human Resources regarding the impact of mail order drugs on health care, the costs of biotech drugs, limitations of the flexible health care spending accounts, the implications of the changes in the benefits plan for 2007, and Michigan Universities Consortium on Healthcare (MUCH).

The Budget Subcommittee reviewed information from the Provost’s Office regarding MSU enrollment patterns and the economic outlook for the state of Michigan that will have relevance for budget considerations. The members had a joint presentation by Terry Link, director of Campus Sustainability, and Robert Ellerhorst, director of Utility Services. They spoke on energy issues, including co-generation, energy consumption, and potential challenges for the near future with respect to energy production and consumption. Each of these areas may have an important impact on the MSU budget.

In January 2007, David Gift will talk with the Budget Subcommittee about plans and needs regarding administrative software updating. The next project will be for the subcommittee to prepare a 2007-08 faculty salary recommendation.

**Personnel Policy Subcommittee:**

The Personnel Policy Subcommittee of the University Committee on Faculty Affairs worked on a number of important issues:

a) *Outside Work for Pay Policy (OWP)* – The subcommittee has been working with the Office of the General Counsel on developing documentation for the OWP policy. The subcommittee held an “open” meeting to receive feedback from faculty on there questions and concerns about the policy. They identified a list of concerns that General Counsel is using to develop documentation. The draft of the documentation will be ready for public comment in January 2007.

b) *Tuition Waiver Policy for Faculty and Librarians* – The subcommittee developed a proposal for providing a tuition waiver for faculty wishing to take up to one course a semester. This was passed by the UCFA and forwarded to the Provost.

c) *Proposal to Revise Policy Regarding Granting Tenure to Non-U.S.*
Citizens – A recommendation was developed for changing the policy prohibiting the granting tenure to faculty who are not US citizens or permanent residents. The recommendation endorsed changing the policy and recommending that the University Community on Faculty Tenure (UCFT) develop guidelines for implementing the policy.

d) Program for Longitudinal Service Recognition for Faculty – The subcommittee has been soliciting feedback from the faculty on whether to implement a program for longitudinal service recognition for faculty. Now that the faculty has been surveyed, the subcommittee is in the process of deciding how to proceed.

e) Dismissal for Cause Review Officer Panel Nominations – The subcommittee solicited nominees to fill vacancies on the Dismissal for Cause Review Officer Panel. A slate of nominees was submitted and approved by UCFA and put forward to Provost Wilcox.

List of prospective agenda items for the next UCFA meeting:
- Establishment of the annual faculty salary recommendations for 2007-2008
- Ongoing activities of the Health Care Task Force Subcommittee
- Develop recommendation for the Longitudinal Service Recognition for Faculty
- Continue clarifying the Outside Work for Pay Policy

COMMITTEE NAME: University Committee on Faculty Tenure (UCFT)
COMMITTEE CHAIRPERSON: Kathleen Payne, College of Law

Summary of committee activities for September, October & November 2006:

1. Discussed and sent written comments concerning the Faculty Voice Task Force Report #1 recommendation to combine functions of UCFT with UCFA in proposed governance model. UCFT recommends that the two committees remain separate.
2. Discussed Faculty Voice Task Force Report #5’s recommendation concerning fixed term faculty membership on university committees.
3. Met with Provost Wilcox at November 15 meeting to discuss the UCFT recommendation that departments and colleges amend their bylaws to require discussion and input from tenure system faculty regarding the initiation of tenure system, fixed term faculty and specialist positions.
4. Endorsed Annual Memorandum on Appointment, Reappointment, Tenure and Promotion Recommendations for 2006-7 with amendments proposed by Provost Wilcox.
5. Reviewed Operating Principles of the Tenure System provision requiring US citizenship or permanent residency status for award of tenure. Committee recommended that Associate Provost Banks draft a proposal for UCFT consideration that would change this requirement.
6. Reviewed and decided seven individual personnel matters.
List of prospective agenda items for the next meeting:

1. Review results of the Harvard study (COACHE) and MSU tenure data for evidence that would warrant a review of the MSU tenure policy.
2. Review grounds for extension requests contained in statement on Implementation Practices.