EXECUTIVE COMMITTEE OF ACADEMIC COUNCIL

MINUTES

Special Meeting
November 22, 2005


Absent: Abeles, Rubin

Chairperson Sticklen called the meeting to order at 3:15 p.m. with a quorum being present.

The Agenda was amended adding the following two items: # 9 Registrar’s Procedures for dealing with Summer Session and #10 ASMSU Bills 24 and 25. The agenda was approved as amended.

ECAC Chairperson’s Remarks:
Professor Sticklen had no comments at this time.

Discussion of Possible Administrative Reorganization of the Provost’s Office:
Provost Wilcox noted that during the search process for the Provost there was discussion regarding a reorganization of the Provost’s office. A number of impressions at that time have held true according to the Provost such as there are many good people working in the Provost’s office and it is a great place to work. The Provost indicated there are two positions to be filled that have been vacant for a time. One position is the Associate Provost position which President Simon held when she was made Provost and was not filled. The President is recommending that the position now be filled and the Provost supports the decision. Provost Wilcox would like to start the search (internal) in the next few weeks. The other position to be filled in the Provost’s office is the Assistant Provost for Human Health Affairs. Given all of the activity and opportunities in human health and the medical research opportunities the Provost feels this is an important position to be filled.

The Provost noted a review of titles, across the University and comparable universities in the AAU and CIC, was done. MSU looks like most other institutions in terms of the Provost’s office with one exception and that is in the use of titles. At MSU what we think of as Assistant Provosts are generally Associate Provosts or Vice Provosts at other universities. One implication in terms of titles is the ability to recruit outside. Associate Provosts generally have academic leadership responsibilities that are broader and more strategic and Assistant Provosts are either dedicated tasks or a more restricted portfolio of administrative details. This is the reason the Provost is changing the titles from Assistant Provost to Associate Provost which will be more in line with other institutions. The earlier position mentioned might then be Senior Associate.
Provost or Deputy Associate Provost. The Provost also discussed the need for transitional support and strategy assistance. Professor Hudzik served as Dean of International Studies and Programs for many years and then as Interim Provost and has continued to be in a support role for the past months working in the Provost’s office and has been a tremendous support. There has been discussion about Professor Hudzik’s continuing role such as a Vice President role for two years. This role would include an advisory role to the Provost and assistance in the initiatives, Boldness by Design and the North Central process and the internationalization thrust.

The President noted when the Provost was being appointed one of the recommendations was to find a way to continue Professor Hudzik in an administrative role in central administration with broader responsibilities which has been done on a trial basis. It was important for Provost Wilcox to have time to work with Professor Hudzik. It is important on the international front to have a person from central administration to pursue relationships. Professor Hudzik’s role has been evolving over the last six months and now it is putting the title with the position.

Provost Wilcox noted he would be conferring with a number of others regarding the reorganization of the Provost’s office and continues seeking advice. Faculty were encouraged to offer ideas and advice to the Provost.

**College of Human Medicine Current Status:**
Professor Sticklen noted there were a number of announcements in Grand Rapids last week regarding the medical school. The resolution passed by the Academic Senate in April, 2004 was referenced in terms of process by Professor Sticklen. Professor Sparks, member of the Oversight Committee, presented an overview of the progress and present status of the medical school planning. The vision for a West Michigan medical school will be part of the College of Human Medicine (CHM) and includes six characteristics:

- There will be five significant new focus research clusters which include cancer, obesity, cardiovascular diseases, arthritis and neurobiology.
- There will be an important focus for the generation of life science ideas.
- The medical school curriculum will emphasize molecular medicine and research.
- The research activities of CHM in West Michigan will be on molecular medicine.
- The office of the Dean of CHM will move to Grand Rapids.
- The East Lansing campus will be financially secure. The sources of income will be diversified.

Professor Sparks emphasized the details have been worked out by groups of individuals from the University and the Grand Rapids community.

The role of the Oversight Committee was to be sure there was Faculty Voice in this process. The committee met frequently and met with scores of individuals and groups. It is felt this plan is an
excellent opportunity for Grand Rapids, MSU and CHM. This is a big undertaking conceptually and financially. Some of the issues of concern by the Oversight Committee related to the role of the faculty and making sure that the governance system has an important role such as the curriculum, etc. There is also a fast timeline, admitting students in the program in 2007 and going to Grand Rapids in 2008. There will be a tremendous amount of work on the part of the faculty to complete the accreditation process and faculty effort to develop the new curriculum. The Oversight Committee also had concern about the need to maintain the relationships and keep the lines of communication open over the years. The plan must continue to be valued by Grand Rapids and West Michigan, as well as to the University. The Oversight Committee recommends that the faculty involvement in this new adventure needs to be turned over to the faculty governance system and the Oversight Committee be disbanded and the decisions regarding this new program should occur at the level of the normal governance processes.

The President acknowledged the work of the Oversight Committee and noted a joint agreement between the Oversight Committee/ Dean/ Provost/ President on the general direction. No great opportunities are without risk. Grand Rapids was going to have a medical school and the question was whether MSU would be involved. The President clarified the process noting the Academic Council met April, 2004 approving the Oversight Committee. The Oversight Committee was in place for the Deloitte Touche Study in fall, 2004 run by Grand Rapids and during this time there were implementation committees established which included more University people than Grand Rapids people and run by MSU. In November, 2004 there were two reports by each group. There was an agreement at that point to have a Stakeholders group including MSU and the key partners from Grand Rapids. The Stakeholder group established four subcommittees after a conversation that determined it was worthwhile to continue the proof of concept with MSU as the assumed player. The next step is whether MSU can negotiate the contract in 60 to 120 day process with Spectrum, St. Mary’s and Grand Valley and also a large physician group in Grand Rapids. The CHM is now working on the plan in the committee structure. In order to make this plan work according to the President, there has to be a set of actions by the partners. The President noted there would be no Board of Trustee action until January, 2006.

Discussion of Process for Boldness by Design Task Force Groups:
The Provost requested that the campus members take time to consider the five themes of the Boldness by Design and identify some direction/goals to pursue in each domain. The Provost proposed establishing a working group or task force of 15 members for each theme to include faculty, students and staff. Provost Wilcox has made a campus wide call for recommendations/nominations for the groups. He also noted the importance of having broad representation and members from governance. There will be one seat on each task force for a governance representative. The Provost requested the governance representatives come from ECAC. A motion was passed to select five ECAC members to serve on the five task force groups. The following ECAC members were identified for each theme:

- Enhance student experience: Jordan Catrine
Executive Committee Minutes
November 22, 2005
Page 4

- Enrich community, economic and family life: Jeremy Hernandez and Jackie Wright
- Expand international reach: Jim Potchen
- Increase research opportunities: Karin Wurst
- Strengthen stewardship: Ross Emmett

The Provost plans to ask each task force to develop five recommendations by the end of the academic year, five months.

Registrar’s Procedures for Summer Session:
Professor Weber expressed concern over an apparent lack of a policy regarding maximum course load restrictions in the summer session. There is a limit during the regular academic year to a maximum of 20 credits in a given semester, but it appears there is no attempt to enforce the policy in the summer. Professor Weber expressed the opinion that the policy needs to be made explicitly applicable to the summer session. A motion was passed to refer the issue to UCAP. Another issue that is of concern focuses on the grade sheet availability at the end of the semester. The particular class for a course may be completed, but the grade sheets are not available until the last scheduled class according to the University schedule. This does cause some difficulty for faculty to complete their work given their schedules. The Provost agreed to look into the issue.

Academic Assembly Bills 14-24 and 14-25:
Bob Murphy, Chairperson of Academic Assembly, requested that a proposed Bill to support the inclusion of multiple majors on student diplomas be sent to UCAP for discussion. A motion was passed to refer. A second Bill was proposed to recommend that UCAP re-examine the creation of a university-wide Academic Integrity Policy statement. A motion was passed referring the issue to UCAP.

There being no further business, the meeting was adjourned at 5:00 pm.

Respectfully submitted,

Jacqueline Wright
Secretary for Academic Governance