MICHIGAN STATE UNIVERSITY
THE STEERING COMMITTEE MINUTES
APRIL 5, 2016 - 3:15-5:00PM
BOARD ROOM, ADMINISTRATION BUILDING


1. **Approval of Agenda** for April 5, 2016
   
   Motion to approve as distributed.  Approved

2. **Approval of Draft Minutes** for March 1, 2016
   
   Motion to approve as distributed.  Approved

3. **President’s Remarks** – Lou Anna K. Simon – out of town

4. **Provost’s Remarks** – June Youatt
   
   Provost Youatt acknowledged members of the Steering Committee for their participation and dedication to the work of the Committee over the past year, especially the recently completed accreditation visit. While the exit interview did not provide specific comments, the visit went well. There will be some details that we will have to address, and the accreditation will be granted.

5. **The Steering Committee Chairperson’s Remarks** – Professor Mary Noel
   
   Deborah Moriarty has been elected as Chair for Faculty Senate and the Steering Committee, and Laura McCabe has been elected Vice Chair, for 2016-2017.

   Thank you to the faculty that participated in the recent Academic Governance discussion. The dialogue addressed many areas of our strengths as well as issues that need to be further evaluated.

6. **Committee Reports**
   
   **University Committee on Academic Governance** – Chairperson Debra Nails reported on the progress of college bylaws reviews that are underway. Six reviews have been sent back to the College Deans for their review. The Committee will have completed this year’s reviews by the end of the school year. All of the reviews identified specific modifications needed to be in compliance with University Bylaws for Academic Governance. There are three issues on the agenda for UCAG in the fall: These issue are 1) Administrators who are tenured in units are considered faculty for some purposes but not for others, e.g., persons who serve as Associate/Assistant Deans are not eligible to grieve through the Faculty Grievance Office, 2) the University Committee on Faculty Affairs needs to clearly identify the role of academic specialists within the Academic Governance bylaws and 3) There needs to be a clear policy regarding the sharing of representatives of smaller colleges in regard to their participation on the various standing committees.

   **University Committee on Curriculum** – Professor Urquhart was absent from meeting.

   **University Committee on Faculty Affairs** – Professor John Bell reported the Faculty Market Pool Recommendations is nearing completion and will be presented to the faculty at the Senate meeting. The committee has completed its review of the Faculty Grievance Officer. Additionally, there have been discussions regarding a Statement of Freedom of Expression,
and the committee suggests this item go to an executive session of the Faculty Senate for further consideration.

**University Committee on Faculty Tenure** – Professor Michael Dease reported on the evaluation of the Retention, Promotion and Tenure Memorandum. There was general agreement that the memorandum should be sent in April rather than waiting until September. The committee meets next Wednesday and will make its full recommendation at that time.

**University Committee on Graduate Studies** – Professor Lynne Goldstein reported that the committee is providing guidance on Research Assistants’ salaries. The Council on Graduate Studies in concert with the Graduate Studies Committee conducted a pilot study on graduate students to get a sense of how much graduate students knew about their progress in their own programs and about the University. The numbers from the survey suggested that a full-fledged survey of the graduate students be conducted regarding this issue. Graduate students must be able to participate in their education and not just follow along.

**University Committee on Student Affairs** – Dominique Clemmons reported the Fall Break issue should be continued as part of a review of the complete academic calendar. The committee voted for full support of the Spartan Code of Honor and Academic Pledge. The committee continued to review the recent Mental Health Awareness Week and continued the discussion of sexual assault on campus.

**University Committee on Undergraduate Education** – Professor Hoppenstand reported full support to recommend not adopting Fall Break. The committee suggested further review of other institutions regarding their policies on Fall Breaks. An ad hoc Committee on Diversity and Inclusion is conducting its review and will present its report to the Provost later this year. An ongoing topic is the Code of Academic Advising which will be on the agenda in the fall.

**Associated Students of Michigan State University** – Lorenzo Santavicca reported the Committee has been very busy. The Spartan Code of Honor is complete and awaits implementation. The Board of Trustees will endorse it next Friday.

**Council on Graduate Students** – Please welcome the new president of the Council: Dee Jordan. The Council is continuing to work with the University on a graduate student meal plan. New elected members are Robert Bankart as Vice President of Internal Affairs, Christian Ramirez as Vice President for External Affairs and Katie Kohn as Recording Secretary.

7. **Old Business**
   
   None

8. **New Business**

   8.1. Announcement of the New Secretary for Academic Governance

   Chairperson Mary Noel announced Gary Hoppenstand will be the new Academic Governance Secretary and will begin fall 2016. Chairperson Noel welcomed the new COGS President, Dee Jordan.

   8.2. Standards of Official Conduct for Senior University Administrators, Professor John Bell, University Committee on Faculty Affairs Chairperson

   Professor Bell explained the policy will go forward as an information item to University Council.

   8.3. Report from the Coalition on Intercollegiate Athletics (COIA) Meeting, Professor Martin
Crimp, Vice Chairperson

Professor Crimp attended the COIA meeting and gave his report. He explained the nature of COIA and how it functions. Its membership includes representatives from faculty senates of over 60 colleges and universities. The meeting heard discussions from representatives from the National Collegiate Athletic Association (NCAA). There was a discussion by a representative from the Drake Group that proposes a Presidential Commission on the review of intercollegiate athletics.

A motion was made by Professor Nails and seconded by Professor Hoppenstand to endorse the five-year appointment of Professor Crimp as the MSU representative to COIA. Motion was approved.

A motion was made and seconded to place the endorsement of Professor Crimp on the agenda for Faculty Senate. Motion approved.

8.4. Report from the University of Michigan Academic Governance Conference, Professor Martin Crimp, Vice Chairperson

The meeting discussed a variety of issues that affect faculty in the Academy. There were four main issues: admissions standards and policies among the institutions represented, the Title IX issue regarding government requirements and compliance, issues surrounding the 1940 Academic Freedom Statement from the AAUP, and the idea of forming a national organization for faculty senates.

8.5. Faculty Issue on Differences Between University Policy and the Faculty Handbook, Professor Mary Noel, Chairperson

Professor Noel stated there seems to be some confusion between the policy on faculty as administrators and the statement in the faculty handbook. Also there is a need for a clear discussion of the line between faculty and faculty as administrators.

Professor Nails made a motion to have the two issues reviewed by the University Committee on Faculty Affairs and Associate Provost for Academic Human Resources; and they are to bring their thoughts back to the Steering Committee in the fall. Motion was seconded and approved.

9. Comments from the Floor

Provost Youatt acknowledged that the University Committee on Undergraduate Education did something phenomenal last week. After 10 years, a modification of the graduation requirements for MSU students has been recommended. Instead of meeting the mathematics requirements simply by being proficient in college algebra, the requirement will be Quantitative Literacy. The new requirement may include college algebra as well as additional coursework. The Provost would like to have this topic presented to the Faculty Senate as a positive approach.

10. Draft Faculty Senate Agenda

10.1. University Committee on Curriculum – February Report (Action Item)

10.2. Year End Standing Committee Reports (UCC, UCFA, UCFT, FHC) (Information Item)

10.3. Report from the Coalition on Intercollegiate Athletics (COIA) Meeting, Professor Martin Crimp, Vice Chairperson (Information Item)

10.4. Coalition on Intercollegiate Athletics (COIA) position – Endorsement (Action Item)

10.5. New Undergraduate Math Graduation Requirements (Information Item)
Motion to approve the agenda was seconded and approved.

11. Draft University Council Agenda

11.1. Year End Standing Committee Report (UCAG, UCUE, UCGS, UCSA) (Information Item)

11.2. Standards of Official Conduct for Senior University Administrators, Professor John Bell, University Committee on Faculty Affairs Chairperson (Information Item)

11.3. University Committee on Curriculum – February Report (Information Item)

11.4. University Committee on Undergraduate Studies ad hoc Committee on Inclusions and Diversity, Professor Gary Hoppenstand (Information Item)

11.5. Associated Students of Michigan State University Presentation Lorenzo Santavicca (Information Item)

Motion to approve the agenda was seconded and approved.

12. Adjournment - 4:43pm