1. **CALL TO ORDER**

   The meeting was called to order at 3:15pm.

2. **Approval of Agenda for November 7, 2017**

   The *agenda for November 7, 2017* was **approved** as amended. Moving 8.3 to 8.1.

3. **Approval of Draft Minutes for October 3, 2017**

   The *minutes for October 3, 2017* were **approved** as distributed.

4. **President’s Remarks: Dr. Lou Anna K. Simon**

   President Simon reported that if the new Federal Income Tax proposal passes then everyone will be required to fill out a new W4, because there will be an entirely new process that has to be completed by the end of the year. If the proposal were to pass today, she noted, then withholding would have to be implemented, and individuals would have to ask for a refund, which would be very difficult for students who might scatter, or who do not fully understand the requirement.

   President Simon adds that another level of concern is the way in which one thinks about charitable deductions, and what the effect will be of raising the standard deduction to a level where it may or may not have an impact on individual decisions regarding giving. It appears that the new tax proposal will affect the arts, as well as athletics, in that donations will no longer be deductible.

   President Simon stated that people will discover more security at University events. She noted that security is now more visible at these events, and that the response to the increased visibility of security has been quite positive. She added that it is important that if everyone continues to communicate to our colleagues if they see something, then say something. It is also important, she noted, to pay attention to one’s surroundings.

   President Simon said that MSU has also invested a great deal of resources in cyber security. For example, she added, MSU has become part of the joint cyber security taskforce. She
noted that MSU is trying to be at the forefront of security protection, as the University has been with the behavioral threat assessment best practices. These efforts have been ongoing for a long period of time, and MSU will continue to monitor and figure out the right ways to balance being an open place through security.

**Provost’s Remarks:** Dr. June Youatt

President Simon, in Provost’s Youatt’s absence, stated that Sue Carter is stepping down as the faculty athletic representative at end of this year. This is a role, she added, that is very important in the Academic and Athletic Governance. A job description for this open position will be shared with the Athletic Council at their meeting on December 7th, after which a search process will begin. President Simon requested a list of individuals to be considered for the position, and noted that Dr. Curry will be managing the selection process.

President Simon reported that Purdue University is considering acquiring Kaplan for teaching, which is part of a cascade of universities going to Kaplan online teaching. People are very concerned, she added, what this move would mean in terms of the role and the credibility of the faculty. It was agreed that this issue would be brought back to the Steering Committee for discussion and review.

Provost Youatt entered the meeting after President Simon delivered her remarks.

5. **Chairperson’s Remarks:** Dr. Laura McCabe

Dr. McCabe reported that if the University committees have any issues of concern, to feel free to email her or Dr. Hoppenstand, and these concerns can then be moved through the pipeline to be addressed here at The Steering Committee. She noted that input has been received from faculty about moving forward on freedom of speech issues, which will be more fully dealt with at the January Steering Committee meeting.

Dr. McCabe stated that the University Committee on Faculty Tenure (UCFT) should address an issue about the administrative review process that is linked to faculty promotion and tenure site. There is a promotions and appeals procedure with one of the links that is outdated.

A motion was made to present this concern to UCFT, and was seconded. **The motion carried.**

6. **Committee Reports**

**University Committee on Academic Governance (UCAG) – Professor Gayle Laurens**

Professor Laurens reported that UCAG met last month in October, and has begun the By-Laws review process, noting that five colleges have upcoming By-Law reviews. Additionally, she said that UCAG has identified several University By-Law inconsistencies that will be brought to the Steering Committee shortly.

**University Committee on Curriculum (UCC) – Professor Marci Mechtel**

Dr. Mechtel reported that the UCC met in October for its full Committee meeting, but had a very light schedule. There were no new programs to review. Nine program changes were approved, and no program deletions. The UCC approved 17 new courses, 35 course changes, two course deletions, and no moratoriums.
University Committee on Undergraduate Education (UCUE) – Professor Richard Miksicek

Dr. Miksicek reported that the University Committee on Undergraduate Education held one meeting October 5. Scheduled meetings for October 19 and November 2 were cancelled due to lack of agenda items. The next meeting is scheduled for November 16.

At the October 5 meeting, Dr. Miksicek stated that regarding the organization of an ad hoc committee to discuss “Use of SIRS forms for Student Evaluation of Teaching,” that there has been no progress to report. He added that representatives are being identified and meetings for this Committee are still being organized.

He stated that Associate Provost Chivukula reported several items to the UCUE, including the uncertain status of the Perkins Loan Program, issues with congestion in the class schedule from 10 am – 3 pm on Mondays and Wednesdays (and potential efforts to relieve some of this congestion), as well as University efforts to gain additional traction around “building around inclusive communities” and improving student engagement in the “Spartans Will” Program.

Dr. Miksicek added that UCUE heard reports from Jen-nien (Ryan) Yang (Associate Director for Academic Technology), and Jess Knott (Learning Design Manager, IT) regarding best practices in the use of “TurnItIn,” potential renewal of this contract, and concerns related to intellectual property aspects of “TurnItIn.”

Among the Action items addressed, was approval of a Request for a New Linked Bachelor of Science Degree in Advertising Management and Master of Arts Degree in Public Relations; an approval of a request for a New Linked Bachelor of Science Degree in Advertising Management and Master of Arts Degree in Advertising; an approval of a request for a New Linked Bachelor of Science Degree in Advertising Management and Master of Arts Degree in Health and Risk Communication; an approval of a request for a New Minor in Broadcast Journalism; and an approval of a request for a New Minor in Sports Journalism.

University Committee on Faculty Tenure (UCFT) – Professor Michael Dease

Dr. Dease reported that UCFT is continuing discussion for receiving input in revising and improving form D. In addition, each member of UCFT solicited feedback from their colleagues, which will be discussed at its next meeting.

University Committee on Faculty Affairs (UCFA) – Professor Thomas Tomlinson

Dr. Tomlinson reported that UCFA engaged in discussions regarding academic specialist representation in faculty governance, which has been an issue before this Committee in the fall. He noted that he has engaged in correspondence with Michael Everett, who is the Chair of the Academic Specialist Advisory Committee, regarding the Academic Specialist Proposal, to have some representation in the Faculty Senate. He stated a recommendation is now being developed.

University Committee on Graduate Studies (UCGS) – Professor Chris Hogan
Dr. Hogan reported that UCGS had two meetings since the previous Steering Committee meeting, one on October 9 and one on November 6. Dr. Hogan noted that three requests for linked Bachelor’s Master’s degrees were approved, as were three requests for new programs, two of those are a Master’s degree a dual degree. In addition, one request to delete curriculum and degree requirements for the PhD in American studies was approved. The mid-semester feedback proposal was also discussed.

University Committee on Student Affairs (UCSA) – Lorenzo Santavicca, President, ASMSU

Lorenzo Santavicca reported that UCSA met two weeks ago to address student policy discussions.

COGS – Liz Luna-Gagnon, VP for Internal Affairs

Liz Luna-Gagnon reported that COGS has been working on collaborative funding events and on the Latin Film festival, among other things.

7. NEW BUSINESS

7.1. Behavioral Threat Assessment Team Report, Amy Ray, Detective, Investigative Division, MSU Police Department

Detective Ray reported on the Behavioral Threat Assessment Unit (BTAU) and the threat assessment unit within the Michigan State University Police Department. BTAU is the Police Department’s unit, which includes four members, and it is a very busy unit. The BTAU receives all incoming reports, including potential threats to self, threats to others, erratic odd behavior, and socially unacceptable behavior. From there the BTAU investigates each complaint, which last calendar year’s was over 200 reports. I don’t have the numbers in front of me, but in this academic year and calendar year we are over 200 and constantly growing. When talking to the person the officer establishes if they pose an immediate or imminent risk of threat, to themselves or others during that interview.

She stated that if a threat is evident, the officer immediately takes the individual into protective custody, and turns them over to a mental health professional doctor at the hospital. At the conclusion of many interviews, the BTAU officers will take the individual to the hospital, with or without their consent, to be seen by a doctor. In addition, if a case has a criminal element to it, the BTAU may pursue criminal charges such as a stalking charge, or a charge of harassment.

The discussion ensued.

7.2. Big Ten Alliance Academic Governance Meeting Report, Dr. Laura McCabe

Dr. McCabe reported briefly on the BTAA Governance meeting, and will provide updates on free speech, fixed-term faculty, and the comparative structure of Academic Governance systems at Big Ten institutions.

7.3. Mental Health and Support at MSU, David Weismantel, M.D., M.S., University Physician and Interim Executive Director of Student Health and Wellness

Dr. McCabe informed the Steering Committee that a Work Life panel will be created at Faculty Senate to address and discuss issues of concern.
7.4. **General Student Regulation, Lorenzo Santavicca, ASMSU President**

Lorenzo Santavicca presented the document that was passed out to the Steering Committee regarding the problems of campus hazing and what the University can do to address issues that may cause serious bodily harm to other individuals. A motion was made to put this on University Council and was first and seconded. **The motion was carried.**

8. **Draft Agenda for Faculty Senate for November 14, 2017**

8.1. University Committee on Curriculum (UCC) Report, Professor Marci Mechtel, UCC Chairperson (Action Item) (Appendix Short Report) (Long Report, click on link)

8.2. Big Ten Alliance Academic Governance Meeting Report, Dr. Laura McCabe (Information Item)

8.3. Mental Health and Support at MSU, Panel discussion including Barbara L. Roberts, Executive Director, WorkLife Office and Licensed Therapist in Adult Mental Health and Possibly Three Panelists (Information Item)

A motion was made to approve the Faculty Senate agenda for November 14, 2017 and was first and seconded. **The motion carried.**

9. **Draft Agenda for University Council for November 28, 2017**


9.2. Possible Future Plans to Address Course Scheduling Issues, Professor R. Sekhar Chivukula, Associate Provost for Undergraduate Education and Dean of Undergraduate Studies, (Information Item) (Appendixes)

9.3. Behavioral Threat Assessment Team Report, Amy Ray, Investigative Division, MSU Police Department (Information Item)

9.4. General Student Regulation, Lorenzo Santavicca, ASMSU President (Action Item) (Appendix)

A motion was made and seconded to approve the University Council agenda for November 28, 2017 for vote and then send to President Simon for her approval. **The motion carried.**

10. **ADJOURNMENT**

A motion to adjourn was made and was first and seconded. **The motion carried.**

5:03 pm.