

Approved: September 4, 2018

2017-2018: Meeting #7

**MICHIGAN STATE UNIVERSITY
THE STEERING COMMITTEE APPROVED MINUTES
APRIL 3, 2018 3:15 PM
ADMINISTRATION BUILDING, BOARD ROOM**

Present: J. Youatt, E. Appiagyei-Dankah, M. Dease, A. Fuente, C. Hogan, G. Hoppenstand, R. LaDuca, G. Lourens, L. Luna-Gagnon, L. McCabe, M. Mechtel, R. Miksicek, D. Moriarty, G. Swain, T. Tomlinson, E. Watts, Others: T. Curry, S. Lott

Absent: J. Engler, C. Rifiotis, L. Santavicca

1. CALL TO ORDER

The meeting was called to order at 3:18 pm.

2. Approval of Agenda for April 3, 2018

The agenda for April 3, 2018 was approved as presented.

3. Approval of Draft Minutes for March 20, 2018

The minutes for March 20, 2018 were approved as distributed.

4. President's Remarks: Interim John Engler (out of town)

5. Provost's Remarks: Dr. June Youatt

Provost Youatt reported that the new Director of Counseling and Psychiatric Services will be announced soon. She also stated that the new Director of Counseling and Psychiatric Services was progressing, as was the Library Director search. She added that student admissions are being watched carefully, in order to insure that enrollment numbers do not drop.

6. Chairperson's Remarks: Dr. Laura McCabe

Dr. McCabe reported that the letter from Dianne Byrum, from the Board of Trustees, indicated that they are seeking an advisor to identify someone with strong experience, stature, and public higher education leadership who can ensure that student, faculty, staff, and stakeholder input are part of the President search effort. In addition, she stated that David Bertram had contacted her and that efforts are being made to get some individuals from the State Legislature to participate, in order to discuss the selection of the Board of Trustees. She also thanked Provost Youatt, Dr. Curry, Dr. Hoppenstand, Sherry Lott, the various University Committee Chairs, the student representatives, and the At-Large Members of the Steering Committee for their ongoing work through a difficult period this past semester.

7. Committee Reports

University Committee on Academic Governance (UCAG) – Dr. Gayle Lourens

Deferred until later in meeting.

University Committee on Undergraduate Education (UCUE) – Professor Richard Miksicek

Professor Miksicek reported that UCUE met once in March, during which four program changes and one moratorium were approved. In addition, UCUE endorsed the renewal of the Institutional License for Turntin.

University Committee on Curriculum (UCC) – Professor Marci Mechtel

No report was made because UCC is in advance this month and will have its report prepared for the Faculty Senate.

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

Professor Tomlinson reported that UCFA members developed a host of questions that we want to ask and discuss with the Director of the Office of Institutional Equity or the Office of Civil Rights.

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

There was no report, as there was no meeting last month.

University Committee on Graduate Studies (UCGS) – Professor Chris Hogan

There was no report from UCGS. Their next meeting will be Monday, and they will have on their agenda their five requests for program changes, voting for the new officers.

COGS – Ashley Fuente

Ashley Fuente reported on the recent social media posts that have been circulating. She also discussed her participation in the MSU race dialogues through the Office of Inclusion. She noted that the University Committee on Student Affairs should work on creating a policy for social media because one does not currently exist. She wondered about how many graduate students will be included on the President Search Committee, saying that an application process is being developed to select representatives. She concluded her remarks by stating that Ben Burke has been selected as her COGS replacement for next year.

UCSA – Lorenzo Santavicca was absent, Ewurama Appiagyei-Dankah Presented the Report

Ewurama Appiagyei-Dankah reported that their general assembly elections are currently underway, as well as the applications for our executive leadership. She also stated that they see a need in the updating of a social media policy.

8. NEW BUSINESS

- 8.1. **University Committee on Faculty Affairs (UCFA) Salary Recommendations, Tom Tomlinson, University Committee on Faculty Affairs (UCFA) Chairperson**

Dr. Tomlinson addressed a letter before the members of the Steering Committee. He reported that UCFA has been conducting research for the last five or six years now through its budget subcommittee, with help from Dave Byelich. Referring to a table listed in the documents, he said this illustrates part of the issue UCFA has been trying to address in these recommendations, which is “trying to move the needle a little bit” upwards, noting to MSU's ranking of faculty salary across the Big Ten. Part of UCFA's concern is providing proper compensation for MSU's faculty, in addition to ensuring that MSU remains competitive in recruiting new faculty, especially junior faculty, to Michigan State University.

8.2. **Formation of an Ad Hoc Committee to Review and Recommend Changes to Bylaws – Update and Review, Dr. Gayle Lourens, University Committee on Academic Governance (UCAG) Chairperson**

Dr. Lourens addressed the list of individuals who have been recommended, either from the Steering Committee, the Faculty Senate, self-nominated, or from ASMSU and COGS. She noted that she has reached out to every one of the people who have been recommended, and added that a brief vetting process has been conducted as to who could potentially serve, and who would want to serve. She noted that, unfortunately, the list of individuals is not very diverse. Discussion ensued.

8.3. **Bylaw Language Defining Fixed-Term, Dr. Gayle Lourens, University Committee on Academic Governance (UCAG) Chairperson**

Dr. Lourens reported on the issue regarding Academic Specialists as voting members of Faculty Senate, suggesting that University By-Laws language will have to be adopted to address this change in status. It was moved and seconded to send this recommendation on to University Council for approval. **The motion passed.**

8.4. **Formation of Relationship Violence and Sexual Misconduct (RVSM) work group, Dr. Laura McCabe**

Dr. McCabe reported that there is, unfortunately, a lack of faculty representation on the RVSM work group. She suggested that if anyone knew of someone who would be interested in serving on this work group, to let her know.

8.5. **Collated University Council Input on Presidential Search, Laura McCabe**

A motion to have Academic Governance send the document to Academic Congress as an information item was made, and first and seconded. **The motion carried.**

8.6. **MSU's Relationship Violence & Sexual Misconduct (RVSM) Expert Advisory Work Group Discussion, Dr. Carrie Moylan, MSU School of Social Work**

Dr. Moylan reported that Interim President Engler has assembled a work group of people who have some content expertise in the areas of relationship violence and sexual misconduct in order to provide recommendations to him about a variety of issues related to the University's response to Relationship Violence and Sexual Misconduct. She stated that this group has reached out to a number of different groups, adding that Faculty Senate is one of those groups. She said that they are facilitating a campus climate survey that would include faculty, staff, and students. She added that much of the feedback that has been received, and to this point has been about prevention and the need to expand the kind of prevention outreach education on this campus. She noted that recommendations have been made about expanding services for survivors. Discussion ensued.

8.7. Classroom Safety, Deputy Chief Kelly Roudebush, MSU Police and Public Safety

Dr. Laura McCabe stated that the CAC Broad College discussed classroom security in the advent of a shooting, so they sent a request to the faculty input to bring an expert to The Steering Committee.

Chief Roudebush discuss the situation at MSU regarding classroom security in the event of an active shooter is on campus. In addition to outlining the costs of securing door lock and having a comprehensive fire alarm system on campus. Chief Roudebush stated that he really wanted people to be aware of the recommendations that have been made regarding how to either run, when an active shooter is present (if you can) or hide and secure your environment if ,you cannot, and fight out of the situation. That is what we use: run, hide, fight. Discussion ensued.

Kelly Roudebush, Deputy Chief, Field Services Bureau,
RoudebushK@police.msu.edu or police@msu.edu, phone: 517-432-3888, 1120
Red Cedar Rd, East Lansing, MI 48824. Connect with them on Facebook,
Twitter and Instagram: @msupolice

**8.8. Health Care Benefits, Renee Rivard, Director, Human Resources Benefits
Renee could not attend this meeting.**

Professor Deborah Moriarty spoke in Dr. Rivard's absence. Professor Moriarty reported that there are three things coming forward from the Faculty Healthcare Committee from Human Resources. The first item is the CVS Caremark Copay Assistance Program. The second item is the Livongo Diabetes Management Program. The third item is Telemedicine Service, which is under consideration. The Diabetes Management System is not presently available for MSU retirees. It was noted that Renee Rivard will present this information at the Faculty Senate.

8.9. Mathematics Reform, Mark Largent, Associate Dean, Undergraduate Studies and Interim Dean, Lyman Briggs, Educational Administration

Associate Dean Mark Largent stated that he is attending on behalf of the Associate Provost for Undergraduate Education, Sekhar Chivukula. He reported on the MSU

Gateway Mathematics Reform, which he said was probably the most significant change to our first year curriculum. These changes have been submitted through the Academic Governance process and are intended to make MSU a leader in handling a number of issues that arise when students come to college well prepared for many things, but not necessarily mathematics.

9. Draft Agenda for Faculty Senate for April 17, 2018

- 9.1. University Committee on Curriculum (UCC) Report, Professor Marci Mechtel, UCC Chairperson (Action Item) (Appendix Short Report) (Long Report, click on Link)
- 9.2. University Committee on Faculty Affairs (UCFA) Salary Recommendations, Tom Tomlinson, University Committee on Faculty Affairs (UCFA) Chairperson (Action Item) (Appendix)
- 9.3. MSU's Relationship Violence & Sexual Misconduct (RVSM) Expert Advisory Work Group Discussion, Dr. Rebecca Campbell, RVSM Workgroup Chair, MSU Department of Psychology and Carrie Moylan, MSU School of Social Work (Information Item)
- 9.4. Health Care Benefits, Renee Rivard, Director, Human Resources Benefits (Information Item)
- 9.5. University Standing Committees – Semester Reports
Motion carried.

A motion was made to approve the draft agenda and it was first and seconded. **The motion carried.**

10. Draft Agenda for University Council for April 24, 2018

- 10.1. University Committee on Curriculum (UCC) Report, Professor Marci Mechtel, UCC Chairperson (Information Item) (Appendix Short Report) (Long Report, click on Link)
- 10.2. Classroom Safety, Deputy Chief Kelly Roudebush, MSU Police and Public Safety (Information Item)
- 10.3. Mathematics Reform, Sekhar Chivukula, MSU Associate Provost for Undergraduate Education and Dean of Undergraduate Studies (Information Item) (Appendix)
- 10.4. Bylaw Amendment Regarding adding 1.1.2.1.1. (Action Item) (Appendix)
motion approved

A motion was made to approve the draft agenda and it was first and seconded. **The motion carried.**

11. ADJOURNMENT

A motion was made to adjourn and was first and seconded. **The motion carried. 5:04 p.m.**