MICHIGAN STATE UNIVERSITY
THE STEERING COMMITTEE APPROVED MINUTES
NOVEMBER 6, 2018 3:15 PM
ROOM 443, ADMINISTRATION BUILDING


Absent: Interim President Engler, D. Straiton

1. CALL TO ORDER

2. Approval of Agenda for November 6, 2018
   The agenda for November 6, 2018 was approved as distributed.

3. Approval of Draft Minutes for October 2, 2018
   The minutes for October 2, 2018 were approved as presented.

4. President’s Remarks: Interim President John Engler – Unable to attend

5. Provost’s Remarks: Dr. June Youatt
   Provost Youatt announced the establishment of a post-doc office. She reported that there was a reception the previous evening for 125 of the 500 post-docs, and that they seemed excited to have an office that supports them. She said that MSU is acknowledging their work and their contributions to the University.

6. Chairperson’s Remark: Dr. Rob LaDuca
   Dr. LaDuca reported that the proposal for creation of a new Department of Orthopedics has been received, which should be routed through the University Committee on Faculty Affairs. He also discussed the issue regarding “risk of travel,” stating that MSU has a new Policy regarding International Travel to what are considered “risky countries,” as declared by the U.S. State Department. He said that individuals can still travel to these locations, but that they have to fill out a form that they acknowledge the risk.

   Dr. LaDuca stated that the Faculty Senate sent the Board of Trustees correspondence regarding their concern about the changes made by the Board of Trustees involving the Dismissal for Cause Policy. He said that a written reply was received from the Board of Trustees that reaffirmed that the Policy, as amended over the summer, would remain in place; however, Dr LaDuca noted, the Board of Trustees remain eager and open to receiving substantive changes to the Policy, as routed through the various committees, especially UCFA and UCFT, whereby something fair can be achieved.
Dr. LaDuca also reported on the proposal that requests that the Board of Trustee members who sit on the Presidential Search Committee serve as excisional members, where they would have voice but not vote. He added that this issue is being deliberated carefully, and that a written response will be provided within the next two weeks.

Dr. LaDuca discussed his trip with Dr. Hoppenstand to the Big Ten Academic Alliance meeting at the University of Iowa where all the chairs and vice chairs of the various faculty senates and university counsels, gathered to discuss Academic Governance issues. He reported on one of the major concerns raised at the meeting, which involved the American Association of University Professors placing sanctions on Big Ten Universities that have not followed shared governance procedures during Presidential searches. He discussed The University of Iowa’s situation, where they were placed under sanction by the American Association of University Professors (AAUP) for their Presidential Search process, and the four-year process involved removing the sanction. He concluded his remarks by saying the problems encountered by the University of Iowa could help inform MSU with their Presidential search.

7. Committee Reports

University Committee on Curriculum (UCC) – Professor Marci Mechtel
Dr. Mechtel reported that the UCC Full Committee met in October and approved the following: regarding programs, two new Programs were approved, highlighted by an M.S. in Nutrition and Dietetics, effective Spring Semester of 2019, and a Quantitative Risk Analytics B.S., effective Fall Semester of 2019. She noted that this later Program is intended to help those not wanting to go into Actuarial Sciences, and that would be very marketable in the insurance industry. Regarding Program changes: there were twelve Program changes and three Program deletions. Regarding courses: thirty-four new courses were approved, along with seventy-seven course changes, and thirteen course deletions. Regarding Moratoriums: she said that a moratorium in the Geological Sciences, Ph.D. Program was approved, effective Spring Semester of 2019 to Spring Semester of 2024. She also stated that a discontinuation of the Computer Science Disciplinary Teaching Minor for Elementary and Secondary Education was approved, effective Spring Semester of 2019, as well as the Ethics and Development Graduate Specialization, effective Spring Semester of 2018.

University Committee on Undergraduate Education (UCUE) – Professor Richard Bellon
Professor Richard Bellon reported that most of the meeting addressed curricular issues that do not have implications for the larger university. Interim Associate Provost Largent discussed MSU’s traditional Academic Orientation Program (AOP) will be transitioning to a New Student Orientation (NSO). Part of the new orientation will be to engage faculty participation. Ryan Yang, Assistant Director, Information Technology, discussed the new Student Computer Policy, effective Fall, 2019. UCUE members expressed concern for the financial impact of this change. The fact that the computer policy is mandated allows the cost of the laptop to be covered by financial aid. UCUE unanimously agreed that the Honors College should have a representative on UCUE with voice.

University Committee on Faculty Tenure (UCFT) – Professor Len Fleck
Dr. Fleck reported that UCFT submitted their letter to the Board of Trustees, and that they are in the process of putting together a group of six members of UCFA to develop an alternate policy, and engage the conversation with the Board of Trustees.

**University Committee on Faculty Affairs (UCFA) – Dr. Mark Waddell**

Dr. Waddell reported that UCFA met last week and was visited by Dr. Norman Beauchamp, Dean of the College of Human Medicine, to discuss the Proposed Joint Department of Orthopedics. He said that UCFA approved the Proposal. He noted that UCFA also reviewed the Provost's Biannual Memo and approved it as well. He added that UCFA is overseeing the search for the new Faculty Grievance Official, noting that they had received four applicants, interviewing two of the applicants thus far and just interviewed two of them this afternoon. He concluded his Report by saying that by the beginning of December, UCFA will be able to speak with the Provost and provide her with the Committee’s feedback.

**University Committee on Graduate Studies (UCGS) – Dr. Gwen Wittenbaum**

Dr. Wittenbaum reported that UCGS has met twice since the October Steering Committee meeting, approving fifteen program requests. In addition, she noted that the Research Integrity Officer Jim, Pivarnik, came to visit. Since UCGS is the body that reviews this office every other year, the Annual Report from the Research Integrity Office was provided. She said her Committee is considering doing a more in-depth review (instead of conducting one every other year), in order to have a more in-depth five-year review, which would provide a more rigorous in-depth review of that office.

**University Committee on Student Affairs (UCSA) – Katherine Rifiotis**

Katherine Rifiotis reported that Dave Byelich gave a presentation on block tuition, which raised many questions for students who were on the Committee, as well as for other faculty concerned about student success. She noted that there are over 200 policies and procedures that need to be changed, so how these changes are implemented are of crucial importance.

**Council of Graduate Students (COGS) – Ben Burke**

Ben Burke reported that COGS discussed concerns involving Block Tuition, as well as the proposed Medical School Integration. COGS will meet with Dr. Amalfitano next Wednesday with their full Counsel to provide their input. It was noted that the second main issue that COGS is discussing right now involves graduate students with families, concerns about being able to access funding on campus for childcare. COGS is looking at some of the different options that can be provided.

8. **NEW BUSINESS**

8.1. **High Risk Travel Process, Dr. Steve Hanson, Associate Provost and Dean, International Studies and Programs**

Dr. Hanson reported on MSU’s Policy regarding Travel to “High Risk” countries. He noted the development of a Global Travel Registry and the establishment of a new unit on Safety and Security Issues. The intent is not to hinder travel, but to make individuals aware of the risks involved.
8.2. **Bylaw 4.4.1., to Make Honors College Voice-and-Vote Representation Possible, Richard Bellon, University Committee on Undergraduate Education (UCUE) Chairperson, and Matt Zierler, Associate Dean, James Madison**

A discussion was presented to allow the MSU Honors College to have voice and vote representation on the University Committee on Undergraduate Education. This item was requested to be move this issue to UCAG for review and discussion, and then on to University Council for adoption of the Bylaw amendment.

8.3. **Request for New Academic Unit, Department of African American and African Studies, Proposal, Provost June Youatt**

Dr., Hewett proposed that he would like to submit to the relevant committees the Proposal to Establish a Department of African-American and African Studies in the College of Arts and Letters. Discussion ensued. Provost Youatt noted that this Proposal was one of the strongest that she has ever read. The Proposal was referred to UCGS, UCUE, and UCFA.

8.4. **Mary Finn, Official Faculty Senate Representative on the Presidential Search Committee, Slated for Faculty Senate in November, Dr. Rob LaDuca**

Dr. LaDuca reported that as an information item, Mary Finn would come to the Faculty Senate to provide a status update on the Presidential Search.

8.5. **The Academic Year Calendar, Professor Deborah Moriarty, Vice Chairperson**

Professor Moriarty reported the results of a survey that was sent out to the entire MSU faculty from the Task Force at that time. The recommendation was to eliminate one week from Spring Semester, at the beginning of the semester, so that the Spring Semester calendar would start after Martin Luther King day, and would lengthen the time between the Fall Semester and Spring Semester break, thus offering the opportunity for a “J term,” (or “Spartan Session), which would allow three weeks for the inclusion of intensive courses.

Professor Moriarty also presented the concept of a Fall Semester break, since the Fall and Spring Semesters at MSU are of unequal length, and that having a Fall Semester break would benefit students. Discussion ensued. It was decided to move this discussion on to UCFA, UCSA, UCUE, UCGS and COGS for their review.

8.6. **Discussions on how to Move Forward with Faculty Senate Endorsed Proposal, Professor Andaluna Borcila, James Madison College**

Dr. Borcila discussed how to move forward productively with the Faculty Senate endorsed Proposal. Discussion ensued on the reminder of the Faculty Senate Proposal to the Board of Trustees.

8.7. **Discussion of the Minutes of The Steering Committee, Faculty Senate and University Council, Professor Deborah Moriarty, Vice Chairperson**

It was discussed that the minutes taken at the Steering Committee, Faculty Senate, and University Council should just include a brief statement of the major issues discussed, and a statement of the action items presented. For those who wish for a
more fulsome account, both print transcripts and audio transcripts for each meeting would be provided in links to the minutes. Discussion ensued. It was agreed to send this issue on to University Council for approval.

8.8. **Bylaw Revisions Reviewed and Approved from the University Committee on Academic Governance (UCAG) to move to Faculty Senate, for their discussion, Amanda Tickner, UCAG Chairperson**

A presentation was made by Dr. Tickner and Tyler Sylvestri regarding University By-Laws revisions by the University Committee on Academic Governance Ad Hoc group. Discussion ensued. An amended motion to move the By-Law revisions to Faculty Senate for discussion was made. **The motion carried.**

8.9. **Discussion on: David Ware suggestions from the Board of Trustees meeting on October 26, 2018, Dr. Jennifer Johnson, At-Large Member**

Dr. Johnson discussed the issue of having a “best practices” review established for the Board of Trustees, to insure the same accountability as everyone else in the University. The idea would involve making the Board of Trustees accountable to third party evaluation, to write and make explicit code of conduct for Board members, and be completely transparent in disclosing actual and perceived conflicts of interest including athletic tickets. It was decided to wait until the new Board of Trustee members are elected to proceed. It was agreed to put this item on the February agenda to revisit at the Steering Committee.

8.10. **Discussion on: What is the role of Faculty Governance in issues such as the concerns we heard about re the Math Department at the Board meeting on October 26, 2018? Dr. Jennifer Johnson, At-Large Member**

Dr. Johnson reported on the Board of Trustees meeting, where an individual from the Math Department spoke. Dr. Johnson noted that this individual was quite distressed. She posed the question: “when a faculty member brings up a concern in a public forum, what is the role of faculty governance, if any, in doing anything about it?” Discussion ensued.

8.11. **Report Back on Letter from Dianne Byrum re: Faculty Tenure Revocation, Professor Deborah Moriarty, Vice Chairperson**

This issue was not covered.

9. **Draft Agenda for Faculty Senate for November 13, 2018**

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

9.2. **High Risk Travel Process, Dr. Steve Hanson, Associate Provost and Dean, International Studies and Programs (Information Item) (Appendixes)**

9.3. **Bylaw Revisions Reviewed and Approved in the University Committee on Academic Governance (UCAG), for discussion, Amanda Tickner, UCAG Chairperson, Tyler Sylvestri and Laura Dilley (Information Item) (Appendixes)**
9.4. Mary Finn, Official Faculty Senate Representative on the Presidential Search Committee (Information Item)

9.5. Joint Appointment for Orthopedics for Endorsement (Appendix) (Action Item)

A motion to approve the draft agenda for the November Faculty Senate was made and seconded. **The motion carried.**

10. **Draft Agenda for University Council for November 20, 2018**

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

10.2. Discussion of the Minutes of The Steering Committee, Faculty Senate and University Council, Professor Deborah Moriarty, Vice Chairperson

10.3. Bylaw 4.4.1., to Make Honors College Voice-and-Vote Representation Possible, Richard Bellon, University Committee on Undergraduate Education (UCUE) Chairperson, and Matt Zierler, Associate Dean, Academic Operations, Honors College

10.4. Faculty Senate Work Session for 2018-2019, Professor John Beck, Human Resources and Labor Relations

A motion to approve the draft agenda for the November University Council was made and seconded. **The motion carried.**

11. **ADJOURNMENT**

A motion to adjourn was made and seconded. **The motion carried.** 5:05 p.m.