

23 January 2016

to: The Steering Committee
from: Debra Nails for the UCAG
re: agenda for 2 February 2016

*The following amendments to the Bylaws for Academic Governance (the Bylaws) have been approved by UCAG. Insertions in **blue**, deletions in ~~red~~, explanations in boxes.*

1.4 SPECIAL RULES

1.4.1. Ex-officio membership. Except as limited or prohibited in these Bylaws, ex-officio members of governance bodies—those who serve on the body by virtue of an office held—have both voice and vote.

Proposed for clarity and consistency (no one's role would be changed by its adoption).

1.4.2. Designees. Except as limited or prohibited in these Bylaws, a designee may serve in the stead of a member of a governance body who is absent from a meeting. Such designees must have the same eligibility and constituency as the replaced member, and shall have the same rights and privileges as the member replaced. The attendance record of a member who provides a designee shall be unaffected.

Note that implications of this amendment appear in 3.2.1, 3.3.1.2.1, 3.3.1.5, 3.4.1.3, 3.4.2.2, 4.2.4.1, 4.3.1, 4.4.1, 4.5.1, 4.6.1, 4.7.1, 4.8.1, 4.9.1, and 5.2.2.2; separate mention of designees will be deleted.

1.4.3. Absences and removal. Members who fail to attend two meetings in a semester, or three meetings in a single academic year, of a governance body designated in these Bylaws, and who also fail to provide designees in their absences, shall be removed from the governance body, reducing its quorum until the members are replaced by procedures specific to the bodies.

1.4.2 and 1.4.3— carrot and stick—work together to strengthen governance by identifying no-shows and making it easier to achieve.

2.1.2.1. A department chairperson or school director serves as the chief representative of his or her department or school within the University. He or she is

responsible for the unit's educational, research, and **outreach service** programs—**including the outreach components of all three**; budgetary matters, academic facilities, and personnel matters, taking into account the advisory procedures of the unit. The chairperson or director has a special obligation to build a department or school strong in scholarship, teaching capacity, and **outreach service**.

2.1.2.2. The deans and directors of other academic units separately reporting to the Provost are responsible for educational, research, and **outreach service** programs of their units. This responsibility includes budgetary matters, academic facilities, and personnel matters in the unit, taking into account the advisory procedures of the unit.

Changes to sections 2.1.2.1 and 2.1.2.2 [i] bring the Bylaws into conformity with the statement of the Provost's Committee on University Outreach (1993), quoted below; [ii] helps to end confusions that arise in units and their bylaws, especially in the context of reappointment, tenure, promotion, and merit; [iii] returns MSU to the language advanced by the Association of American Universities (AAU), of which it is a member; and [iv] promotes participation in the shared governance aspirations of the university, an aspect of service.

The University's academic mission involves *teaching, research, and service*. When these activities are implemented beyond the university environment and are for the immediate and direct benefit of the public, they are considered outreach:

- **Teaching** is a scholarly activity; not only does teaching occur in traditional classes on campus, but also in nontraditional settings--off-campus seminars or workshops, in the workplace through technical assistance programs, or online via the Web.
- **Research** is a scholarly activity, not only for the purpose of advancing knowledge within a discipline or field but also across disciplines in response to issues identified by other organizations and agencies.
- **Service** may be less readily embraced as a scholarly activity, but scholars recognize its importance when they serve on professional committees, provide medical or therapeutic services, testify before the legislature, serve on government commissions, or report on studies of societal or global problems.

These activities are simply different expressions of the scholar's central concern: *knowledge and its generation, transmission, application, and preservation*. Outreach enriches and sustains the intellectual vitality of scholarship throughout the campus and beyond.

3.2.7.2. The University Council shall normally meet at least once each month during the academic year. The President or The Steering Committee may also call a special meeting of the University Council. The Steering Committee may cancel a University Council meeting if there are no agenda items **that must** be considered. The Steering Committee shall prepare the agenda for each University Council meeting. Each meeting agenda will

include an item enabling new business to be introduced from the floor. The agenda will be publicly available and circulated at least one week prior to the meeting to which it relates. The meetings of the University Council shall be open. Observers shall be seated separately.

—for consistency with current practice.

3.3.1.2.1. Each college shall have at least two representatives, one of whom will be the Chairperson of the College Advisory Committee ~~(or designee from the College Advisory Committee)~~. Each college shall have one additional representative for every **additional** fifty voting faculty (1.1.2.1), not to exceed five total representatives. Each college with three or more representatives shall have at least one non-tenured faculty member among its representatives.

—for consistency with current practice.

3.4.1.3. The Provost ~~or the Provost's designee~~ shall be an ex-officio member of The Steering Committee ~~with voting rights~~. The Secretary for Academic Governance shall be an ex-officio member of The Steering Committee and shall serve as Secretary to The Steering Committee, **having voice but no vote**. Along with support to academic governance (3.4.9) the Office of Academic Governance will supply clerical and administrative assistance to The Steering Committee.

—for consistency with 3.5.3.

4.6.7. The UCFA shall participate in the University's Discipline and Dismissal of Tenured Faculty for Cause policy ([Faculty Handbook](#)) as stipulated therein.

4.7.7. The UCFT shall participate in the University's Discipline and Dismissal of Tenured Faculty for Cause policy ([Faculty Handbook](#)) as stipulated therein.

Both the section 4 amendments result from approval of the new policy by the Board of Trustees.

All the following amendments respond to the memo from the FHC to The Steering Committee and discussed 12 January.

5.3.1. There shall be a Faculty Healthcare Council (**FHC**) to function as the faculty voice to Human Resources and the University administration on matters related to healthcare and healthcare benefits. ~~The Faculty Healthcare Council will have voice in plan design and~~

~~the capacity to comment on plan implementation.~~

5.3.2.2. Ex-officio members without vote shall include but not **be** limited to the ~~Assistant Vice President and~~ Director, **of the Office of** Planning and Budgets, and one faculty member emeritus/emera ~~without vote~~ to be selected by the Faculty Emeriti Association.

5.3.3.1. Faculty members of the FHC shall be appointed by The Steering Committee **from a list initiated by the University Committee on Academic Governance, pursuant to its annual call for volunteers to committees, boards, and panels (4.3.8); the list shall be submitted to the FHC, which shall then submit its recommendations to The Steering Committee.**

5.3.3.2. ~~Faculty members~~ Eligibility for **appointment appointed** to the FHC shall **be established by submission to the University Committee on Academic Governance of a brief vita, rationale for willingness to serve, and acknowledgement that the work of the FHC includes the summer months.** ~~include faculty members who are actively involved in health care discussions.~~

5.3.3.3. Faculty members of the FHC shall represent a diversity of faculty appointments, **pursuant to relevant union contracts.**

5.3.4.2. **If, for any reason, a member is unable to serve and more than one annual year remains of the appointment, The Steering Committee will identify a replacement from the most recent list of eligible volunteers; the new appointee will be eligible for reappointment for two subsequent terms. If less than one annual year remains, the seat will remain vacant until the next regular appointment period.**