Present: Corby, Crawford, Floyd, Owen, Ravani, Rosser. Others: Harrison, Wright, Youatt.

Agenda Approved, with modification to leave approval of the minutes until the end of the meeting.

College Bylaws Review for Communication Arts and Sciences

General concern: Bylaws are structured in an unusual and difficult to understand way. Committee functions and membership procedures are difficult to find, some clearly necessary functions of the College, such as Promotion and Tenure seem not to be delineated at all.

Line by line notes:

1.1.1. Not clear who might have “job security” rather than tenure. Need to clarify language to be consistent with University Bylaws

1.2.1. Is there any provision for participation by what are now officially called “fixed term faculty?” Not sure what is meant by “All other faculty.”

1.2.2. Second sentence, this should simply say the faculty member’s “lead unit.” This is the language used in the University Bylaws.

1.3.4. Use of the term “Special meeting” without definition is problematic. Clarify what these are and why they might be called.

2.2.1.1. Seems to be paralleling University Bylaws, need to include fringe benefit discussions in the list of issues reserved to the faculty.

3.1. Discussion of Academic Administrators as a group is problematic. It puts these College Bylaws in the position of seeming to dictate to Departments in areas they should not govern, while seeming to say that bodies such as the Board of Trustees mentioned in 3.4.7. will be governing the appointment of all administrators in the College.

3.1.2. Need to update department names.

3.3.3. Formatting problem.

4.1.2.5. Wondered whether subcommittees are being used for ongoing vital business of the College, such as Promotion and Tenure.

4.2.3. Suddenly, in the middle of a description of the College Advisory Council, there is language about the membership of two other committees, whose names are apparently
incorrectly recorded. This information should be corrected and moved to the spot where these committees are discussed.

4.3.2. This description of how College curriculum is determined is hidden, with no headers to draw attention and following a fairly lengthy description of the committee membership. This important information should be more evident.

4.4.3. Current MSU anti-discrimination policy references “the basis of age, color, gender, gender identity, disability status, height, marital status, national origin, political persuasion, race, religion, sexual orientation, veteran status, or weight” Might want to change the language in this Bylaw, perhaps simply to reference the University policy. http://www.hr.msu.edu/HRsite/Documents/Faculty/Handbooks/Faculty/UnivPolicies/Univ+Pol+-+Anti-Discrimination+Policy.htm

4.5. Wondered whether “Special Committee” were essentially Ad Hoc committees, not clear how Special Committees differ from this standard nomenclature.

5. References to the University FGO interspersed throughout this section make it hard to understand when the Bylaws are dealing with University level procedures and when they are discussing college level procedures. We recommend that the College simply refer to the University procedures and provide detailed description only for the college’s portion of the process.

5.1.1. This is an incomplete sentence.

6. Similar to recommendation for #5 above, do not attempt to repeat University level information, simply refer to it.

University Mission Statement

Reviewed revised “Working” MSU Mission Statement provided by Youatt in response to input from this committee at its last meeting. Also discussed suggestion from Terry Link that the University’s commitment to sustainability be mentioned in the mission statement, along with his suggested language. Decided to add the word “sustainability” in the last sentence of the working draft before us.

Adjournment:
The Minutes from last meeting still being unavailable, and there being no other business, the committee adjourned.

Respectfully submitted,

Kate Corby
Acting Secretary