EXCLUSIVE COMMITTEE OF ACADEMIC COUNCIL

DRAFT MINUTES

February 28, 2006

Present: Abeles, Allen, Andre, Catrine, Emmett, Hernandez, Murphy, O’Connor, Putnam, Schechter, Sticklen, Weber; Others: Banks, Harrison, Wilcox, Wright, Anderson (News Bulletin), Daum (State News)

Absent: Potchen, Wurst

Chairperson Sticklen called the meeting to order at 3:15 p.m. with a quorum being present.

The Agenda was amended adding “Conflict of Interest”, and “Search for Dean of International Studies and Programs”. The agenda was approved as amended.

The minutes for February 7, 2006 were approved as distributed.

Provost’s Remarks:
Provost Wilcox thanked the faculty who participated in the North Central Accreditation (NCA) visit. The exit interview with the site visitors is scheduled for tomorrow and the final report will be sent in a couple of months. The feedback has been positive and Provost Wilcox credits the entire campus for the preparation prior to the visit. The primary question has been how do you manage to do all this with so few resources?

Provost Wilcox updated the members on the searches for various positions. The search deadline for the Senior Associate Provost, an internal search, is March 15, 2006 and Professor Banks is chairperson for the committee. The search for the Associate Provost for Human Health Affairs, a national search, should be in place within the next week and Professor Beekman will chair the committee. Professor Banks provided an update on the current Dean searches. The CON is currently interviewing candidates on campus which should be completed shortly after Spring break. The College of Arts and Letters is at the phase where a fair number of candidates have been identified which will now be downsized. The College of Engineering is also at the stage of looking at the large number of candidates identified and to narrow the number. Both of these College committees expect to have candidates selected for campus interviews in April. The College of Veterinary Medicine will be expecting to have on campus interviews in May. Since their calendar is somewhat different in that students are in classes all year, having interviews later will not pose a problem. The plan is to have all of the searches done and Deans identified by the end of the academic year. The Provost thanked Professor Banks for his diligent work.

Chairperson’s Remarks:
Professor Sticklen requested that the Chairpersons of Standing Committees be certain to identify the issues coming to their committees to the Governance Office so it can be entered on the governance log.
**Land Policy Institute:**
Provost Wilcox presented a request from Dean Armstrong, Dean of the College of Agriculture and Natural Resources, to establish a Land Policy Institute within the College. This request builds on the work of the Land Policy Program and is consistent with MSU’s initiative in the area of land use and environmental policy. The Provost indicated he is inclined to endorse this request and asked if additional consultation is needed. A motion was passed indicating no further consultation is needed.

**Election Practices and Possible Reform Follow up on Election of Chairpersons to Standing Committees:**
Professor Wright reported on the current practices of the Standing Committees regarding the election of chairpersons. All of the Standing Committees elect the Chairperson for the next academic year in late spring, with the exception of UCSA. The UCAG has waited until fall but there are ways to have the election in late spring if all Colleges complete their respective elections on time. A call is anticipated from Dr. June to discuss the timing of the UCSA elections. Jeremy Hernandez, UCSA representative, will discuss the issue in the next UCSA meeting. The election of the Chairperson of ECAC can take place once all of the Standing Committee Chairpersons have been elected.

**Athletics and Athletic Council Procedures – Next Steps:**
Professor Sticklen asked members what the next steps should be with the Athletic Council. One of the possibilities raised was having the UCAP liaison to the Athletic Council sit on ECAC. Another possibility was to request the Athletic Council to send a member to ECAC. Professor Sticklen noted that there are a number of available possibilities and the purpose is to strengthen the ties between Athletic Council and Governance. It was suggested that a follow up was needed with the current UCAP representative. Another thought was to request a more substantive Athletic Council report at Academic Council, similar to the report given to ECAC. Members decided to have a subset of ECAC look at recommendations. Professor Andre and Professor Putnam will bring a proposal to the next ECAC meeting.

**AA Bill # 14-25: Support the Inclusion of Multiple Majors on Students’ Diploma:**
Professor Putnam, Chairperson of UCAP, reported on the deliberations of the committee regarding the proposed AA Bill # 14-25. The UCAP does not support changing the current practice to include additional majors on diplomas for the following reasons:
- The American Association of Collegiate Registrars and Admission Officers recommend majors should appear on transcripts but not diplomas.
- The MSU transcript provides details of students’ studies and accomplishments, including primary and additional majors, specializations and other academic notations.
- The transcript, rather than the diploma, serves as the student’s academic record.
- Additional majors vary widely in terms of the number of credits depending on the student’s primary major and college.

A motion was passed not to approve the proposed AA Bill #14-25.
Additional Major – Proposed Policy Change:
Professor Putnam, Chairperson of UCAP, reported the committee’s deliberations on a proposed policy change on additional majors, originally proposed by the Registrar’s Office. The UCAP recommends the following language for the revised policy:

With the permission of the relevant department and college, a student who is enrolled or has completed a Michigan State University bachelor’s degree program may elect to complete the requirements for an additional major.

A motion to endorse was tabled until ECAC receives a response from UCC. A motion passed to refer the proposed policy change to UCC with a response requested for the next ECAC meeting.

Establishment of an Undergraduate Minor:
Professor Putnam, Chairperson of UCAP, presented a proposal to establish an undergraduate minor described as “a secondary field of study”. There were some concerns related to the Tier II Writing and the relationship between Cognates and Specializations. After some discussion a motion was passed for further consultation with UCC and UCSA for the next ECAC meeting.

Conflict of Interest Policy:
Professor Emmett, Chairperson of UCFA, presented a proposed policy on Conflict of Interest. It was noted that a draft of the proposed policy was circulated to the entire faculty for one month to allow commentary. Revisions based on comments received were made where appropriate. A summary of revisions and a paragraph by paragraph analysis to the last proposed policy were distributed to members. A motion was passed to refer the proposed policy to Faculty Council and if passed to Academic Council.

Faculty Emeriti Request for Representation:
Professor Wright reported on a request received from Gary Stone, Chairperson of the MSU Faculty Emeriti Association, requesting consideration of representation on UCFA and Academic Council for voice and no vote. Following discussion members passed a motion to direct a letter to Gary Stone and the Association of Faculty and Staff Retirees Association encouraging them to meet and discuss common issues in order to further clarify the thinking on the needs of retirees.

Final Examination Policy:
Professor Sticklen presented a proposed change on the Final Examination Policy from the Registrar, Linda Stanford. The proposal would transfer the approval for a change in the scheduling of a final examination from the “Undergraduate Committee of the Assistant Deans Group” to the Office of the Registrar based on the approval of the Assistant/Associate Dean responsible for the offering of the course. A motion was passed to refer the proposed Policy change to Academic Council.
MSU Practice for Booking Events, Renting Facilities to External Organizations:
Professor Wright presented an issue of concern submitted by Professor McConeghy, Acting Dean of the College of Arts and Letters, regarding the University practice for booking events, and renting facilities to external organizations. Professor McConeghy asked for information about the “University practice whereby any organization, including those who deliberately discriminate on the basis of age, color, gender, handicapper status, health, marital status, national origin, political persuasion, race, religion, sexual orientation, veteran status or weight, may rent our facilities and contract for our services”. He also requested that an appropriate body, such as an Ad Hoc Committee, be asked to determine whether this practice is consistent with University values and request a recommendation from that body as to whether the practice should be continued or reviewed for change. The concern stems from the Boy Scouts of America which is scheduled to hold its National Order of the Arrow Conference on campus summer, 2006. The Provost indicated the contract is done through Housing and Food Services. A motion was passed to refer the issue to the President, the Diversity Office and Finance and Operations Office to respond to the issue for the next ECAC meeting.

Representation of Non-Minority Women, Minorities and Faculty with Disabilities on University-level Governance Groups:
Provost Wilcox requested Professor Banks to speak to the annual report on representation patterns on University-level Governance groups (distributed to members). The overall representation of non-minority women in governance is greater than their representation in the tenure system faculty as a whole. The representation of minorities in governance is less than their representation in the tenure system faculty as a whole. The representation of faculty with disabilities in governance is greater than their representation in the tenure system faculty as a whole. This report is an accounting of representation as of fall, 2005.

Prospective Vacancy in the Position of Dean of International Studies and Programs:
Provost Wilcox noted in addition to the four active Dean searches currently underway, there are two additional searches taking place for Acting Deans in CHM and International Studies and Programs. The Dean’s position in International Studies and Programs is covered by the Procedures for Faculty and Student Participation of Specified University level Administrators, the Taylor II principles. The first step in this process is notifying Governance and giving notice of consultation regarding the procedures. Faculty Council is to be informed. The Provost asked ECAC to review the proposed procedures. Professor Schechter and Professor Sticklen will review and bring suggestions to the next ECAC for member to discuss.

Setting of Faculty Council agenda for March 14, 2006:
The agenda for the Faculty Council meeting scheduled for March 14, 2006 is as follows:
- Status Reports from Faculty Voice Task Force Groups – Information Item
- Conflict of Interest Policy – Action Item
A motion passed to approve the agenda.
Setting of Academic Council Agenda for March 21, 2006:
The agenda for the Academic Council meeting on March 21, 2006 is as follows:

- University Committee on Curriculum Report – Action Item
- Final Examination Policy – Action Item
- Conflict of Interest Policy (if passed by Faculty Council) – Action Item
- Other Business

A motion passed to approve the agenda.

Other Business:
Working Group for the Improvement of Undergraduate Education Report:
Professor Sticklen noted the need to refer the report of the Working Group for the Improvement of Undergraduate Education to governance for commentary. Motion was passed to refer the report to UCAP, UCC and UCSA for commentary on the recommendations which will go to Academic Council on April 18, 2006.

There being no further business, the meeting was adjourned at 5:15 p.m.

Respectfully submitted,

Jacqueline Wright
Secretary for Academic Governance