

Approved 3-30-16

**MICHIGAN STATE UNIVERSITY  
THE STEERING COMMITTEE DRAFT MINUTES  
MARCH 1, 2016 - 3:15-5:00PM  
BOARD ROOM, ADMINISTRATION BUILDING**

**Present:** Provost Youatt, J. Bell, D. Clemons, M. Dease, R. Fernandez, G. Hoppenstand, D. Nails, M. Noel, J. Powell, S. Sankar, L. Santavicca, M. Sticklen, G. Urquhart

**Absent:** President Simon, M. Crimp, T. Curry, J. Farley, J. Francese, L. Goldstein, S. Lott, K. Sims, State News

**1. CALL TO ORDER: 3:15**

Approval of Agenda for March 1, 2016

**APPROVED**

Approval of Draft Minutes for February 2, 2016

**APPROVED**

2. President's Remarks – Lou Anna K. Simon – Out of Town

3. Provost's Remarks – June Youatt

I am able to confirm the hiring of Dr. Larry Ponoroff as the new Dean of the Law School. He will begin his duties on July 1. Dr. Ponoroff comes from Arizona and was Dean of the Law School there as well as at Tulane University during the events associated with Katrina.

The new director of the Broad Art Museum will be announced next Wednesday for the New York media.

There will be a Professional Development session on March 24<sup>th</sup>. The speaker will be Dr. Vincent Tinto, who is well respected with his work with faculty. The seminar will focus on faculty development. The program is sponsored by the Faculty Development Office and is open to all faculty.

The number of students who are placed on academic probation at the end of their first semester has been tracked for a number of years. The data indicate that there is about a 1 in 3 chance that the student will not graduate. In the fall semester of 2015 the number dropped by about 20% compared with the fall of 2014. Historically, one could count on about 10% of our students being on academic probation after their first semester. Last fall (2015) that number dropped to 7.8%. It will be interesting to continue to monitor the progress of incoming students. Thanks to faculty across campus for their efforts to enhance student learning.

4. The Steering Committee Chairperson's Remarks – Professor Mary Noel

Finishing up the end of the year items for the 2015-2016 term.

Deborah Moriarty (Music) and Laura McCabe (Osteopathic Medicine) have been elected to serve as At-Large members of the Steering Committee for 2016-2018.

5. Committee Reports

UCAG – No Bylaws changes. The College bylaws have been reviewed for the College of Human Medicine, College of Osteopathic Medicine, and College of Veterinary Medicine, and the evaluations returned to the Deans. There will be several more completed by the end of the semester.

UCFA – The Committee has made recommendations to the Office of Planning and Budgets regarding retirement benefits and summer pay to come in line with our peer institutions. There is continuing discussion regarding the issue of administrative overload and the review of the Faculty Grievance Officer has begun. The budget subcommittee will have the salary recommendation memo in April.

UCSA – Continuing discussion of Spartan Code of Honor, grading scales, and the fall break.

ASMSU – Continuing discussion regarding the Spartan Honor Code, the Healthy Campus Initiative, bike sharing programs and campus safety.

There will be a demonstration of the proposed Academic Governance Document Management System on March 25 at 12:00 in room 443.

## **6. OLD BUSINESS**

Department of Police and Public Safety Oversight Committee (DPPSOC), Sudha Sankar, COGS President and Michelle Kaminski, DPPSOC Chairperson

Voice was granted to Michelle Kaminski, Chairperson, and Robert Vankirk, COGS representative, on the Department of Police and Public Safety Oversight Committee.

Professor Kaminski described the background of the committee and recent committee actions. We have been discussing stronger organizational policies and procedures, she said, related to the activities of the committee. The Committee will be meeting over the next few months and will have a better description of the future directions and recommendations for future directions.

Fall Break Update, Committee Reports from University Committee on Undergraduate Education, University Committee on Graduate Studies and University Committee on Student Affairs, Professor Mary Noel

UCUE – The study group reported the findings of their discussion. The group found very little consistent information regarding the issue of a fall break among peer institutions with such a break. The group found pros and cons for the break that included the potential for a negative effect on fall scheduling as well as implications for spring semester for MSU. There was support for the idea that it would provide a needed break for many students. Among the institutions reviewed there was one thing in common: their academic calendars begin before ours. The recommendation would be for additional discussions.

UCGS – The science faculty on the Committee were opposed and others lukewarm.

COGS – The Committee members in the sciences were concerned about scheduling the laboratories and field experiences; and other members were more in support of the concept.

UCSA – The Committee seems to be split among members and felt that there is a need to consider a fall break in the context of a complete academic year, not in only one semester.

The recommendation is to remind Colleges that they are free to identify break periods for their students when circumstances exist that would warrant such a break.

The Provost, commenting on the issue, identified the lack of compelling evidence that a fall break is beneficial to students. The disruption to courses, start time, commencement and final exams would be significant. There would be an impact on curriculum since our fall semester is already shorter than spring semester. Based on conversations with colleagues at institutions with a fall break, it seems that a two-day break leads to three, a three-day break leads to four, etc., and if that happens we may lose an entire week of classes for the same course being offered in both semesters. For all those reasons a fall break would be very difficult to justify.

A motion was made to respond with a memo regarding the initial inquiry regarding the fall break. **APPROVED.**

Spartan Honor Code Update: Committee Reports from University Committee on Undergraduate Education, University Committee on Graduate Studies, University Committee on Faculty Affairs and University Committee on Student Affairs, Lorenzo Santavicca, ASMSU Vice President for Academic Affairs

UCUE – Support and approves the language for the current text.

UCGS – Has not met; it will be on the April agenda.

UCFA – Support for the student efforts in initiating this discussion as a first step in a campaign.

UCSA – Discussion was positive for the language.

As this is not a University Policy, the recommendation is that this not be included in the Student Rights and Responsibility (SRR), but simply included as a page in the Student Life Handbook. The Faculty Senate and University Council will be asked for an endorsement of the recommended language.

## **7. NEW BUSINESS**

Safety in the Classroom, Professor John Bell, University Committee on Faculty Affairs Chairperson

Professor Bell outlined the findings of discussion regarding classroom safety with many different stakeholders. Many of the recommendations from earlier discussions have already been implemented. From the deliberations, the Committee recommends the following:

1. Designate and equip a point person for classroom safety for MSU employees and for students who would guide members of the MSU community toward appropriate MSU resources both for prevention of and response to threats and safety in the classroom.
2. Each semester, highlight these persons for the campus community using both passive and proactive communication for both students and employees. It seems clear that people often ignore resources until there is need, so periodically bringing these resources to their attention is essential.
3. Foster improved communication & coordination of units related to behavioral concerns in the classroom. Because there are multiple resources and people at MSU who handle different aspects of the concerns raised with classroom safety, communication and coordination of units related to classroom safety is essential. In particular, this increased interaction would enable earlier responses to potentially problematic situations so as to avoid greater difficulty. Based on our conversations, we found that this work currently happens in the minds of people who happen to serve on multiple committees. A more intentional and systematized effort would be more reliable.

A motion to move the discussion to the Faculty Senate for its March meeting was introduced and **APPROVED**.

Faculty Healthcare Council Appointment Recommendations, Professor John Powell, Chairperson, Faculty Healthcare Council

A motion for the Steering Committee to re-appoint Deborah Moriarty (Music) and William Davidson (Social Science) for the term 2016-2018 and to appoint Katherine Dontje (Nursing) and John Kosciulek (Education) to the Faculty Healthcare Council for the term 2016-2018. **APPROVED**.

Update on Inclusiveness in the Classroom Assignment, Professor Gary Hoppenstand, Chairperson, University Committee on Undergraduate Education

UCUE – The Committee continues to consider the issue of inclusiveness in the classroom. ASMSU recently passed a motion endorsing inclusiveness in the classroom and recommended that student organizations be included on the Ad hoc Committee on Diversity and Inclusiveness in the Classroom (ACDIC). Associate Provost Estry recommended that Professor Kirk Kidwell, Director of Integrated Studies in the Arts & Humanities and Professor Dean Lucas, Assistant Dean for Global Education and Curriculum be identified as co-chairpersons for the Ad hoc Committee. UCUE is currently in the process of identifying additional members for the Committee. The Ad hoc Committee is slated to begin its deliberations in the fall.

Discussions at Faculty Senate – any comments, Professor Mary Noel

The discussion was encouraging and may serve as an option for future Faculty Senate meetings.

#### 8. Comments from the Floor

Professor Sticklen expressed concern regarding the Professional Profile application being less user friendly for faculty.

The Provost indicated that the current system is a vendor's product that is available for each College to use and customize to the needs of the Colleges.

University Curriculum Committee and ASMSU will be conducting surveys regarding the issue of changing the MSU grading scale.

There are three candidates for the position of Secretary for Academic Governance.

9. Draft Faculty Senate Agenda

Honor Code – Info item  
Safety in the Classroom – Info item  
UCC Report  
Faculty Conversation

10. Draft University Council Agenda

Honor Code. Info item – Endorsement  
UCC info item  
Inclusiveness in the Classroom. – Info item

**11. ADJOURNMENT. 16:47**