

# The Steering Committee

Minutes

September 5, 2023



MICHIGAN STATE  
UNIVERSITY

**Present:** J. Alan, S. Barman, N. Beauchamp, S. Chamoun, d. de Simone, A. Hakim, E. Hoyumpa, H. Jeffrey, T. Jeitschko, C. Le, J. Lipton, R. Malouin, T. Silvestri, T. Smith, J. St. Charles, A. Tessmer, V. Wensloff, A. Wilson

**Absent:** T. Woodruff

## Approval of Agenda and Minutes

The Steering Committee of Michigan State University held a regular meeting on Tuesday, October 3, 2023 at 3:15 p.m. via Zoom. The agenda was approved as presented. The draft minutes of the September 5, 2023 meeting were approved as presented.

## Reports

The committee heard oral reports from the

## Schedule of Annual Faculty Senate and University Council Guests

The secretary presented a [proposed schedule](#) for the annual guests that are invited to Faculty Senate and University Council each year. By consent, the committee authorized the secretary to implement the schedule subject to presenters' availability.

## Composition of Faculty Liaison Group to the Board of Trustees

[Article 5 of the Bylaws of the Board of Trustees](#) specifies that the Faculty Liaison Group to the Board of Trustees be composed of the Steering Committee chairperson, the Steering Committee vice chairperson, a member of the University Committee on Faculty Affairs, and "two additional representatives selected by the chair and vice chair of the Steering Committee . . . [who] should be chosen to provide additional or special insights or counsel to the board on topics of present interest to the faculty or topics currently being addressed by the board" and "may, but need not necessarily, change from meeting to meeting." Following debate, the Steering Committee agreed by consent to solicit volunteers approximately one month before each liaison meeting.

## Update from Liaison to Education Abroad

Following an update from At-Large Member d'Ann de Simone, the committee agreed by consent to ask the University Committee on International Studies and Programs to 1) share its minutes, agendas, and meeting dates so that they can be posted on the academic governance website ([acadgov.msu.edu](http://acadgov.msu.edu)) and to 2) report back to the Steering Committee on a) the role and responsibility of faculty vs. Office of Education Abroad, b) the status of the new portal tool faculty use for their programs, c) tuition considerations related to education abroad (including summer tuition), and d) issues of faculty compensation for international programs across colleges.

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## Promotion Guidance for Fixed-Term Faculty

Vice Chairperson Rebecca Malouin shared that there is a lack of consistent information available regarding the criteria, process, mentorship, and guidance for fixed-term faculty seeking promotion at the university. Vice Chairperson Malouin moved to refer the matter to the University Committee on Faculty Affairs. The committee adopted the motion by consent following debate.

## Faculty Participation in Awarding Honorary Degrees

Following debate, the committee agreed by consent to refer [the process](#) for faculty participation in awarding honorary degrees to the University Committee on Academic Governance.

## Process for Referring Items to Academic Governance Bodies

Following discussion, the committee agreed by consent to [re-authorize](#) the secretary to refer items to academic governance bodies on behalf of the Steering Committee between meetings, subject to a report at each Steering Committee meeting.

## Develop Faculty Senate and University Council Agendas

After discussion, the committee agreed by consent to set agendas for the upcoming Faculty Senate and University Council meetings with the following new business:

### Faculty Senate – September 19, 2023

1. Introduction to Faculty Senate | Secretary for Academic Governance Tyler Silvestri and Faculty Senate Chairperson Jack Lipton
2. Creation of New Departments in the College of Human Medicine

### University Council – September 26, 2023

1. Safety and Security Updates | Vice President and Chief Safety Officer Marlon Lynch
2. Cybersecurity | Chief Information Officer & Executive Vice President for Administration Melissa Woo and Vice President for Research & Innovation Doug Gage

## Adjournment

The meeting adjourned at 4:31 p.m.



Tyler Silvestri  
Secretary for Academic Governance

**Approved: November 7, 2023**