

Approved: April 12, 2018

MICHIGAN STATE UNIVERSITY
University Committee on Academic Governance (UCAG)

AGENDA

Thursday, April 12, 2018

3:15–5:00 p.m.

Bott Nursing Building (C-125)

- I. Call to Order
- II. Approval of the Agenda for April 12, 2018
- III. Approval of the Minutes for March 15, 2018
- IV. Remarks
 - Dr. John Gaboury (Associate Provost for Academic Services and Enrollment Management)
 - Dr. Gary Hoppenstand (Secretary for Academic Governance)
 - Dr. Gayle Lourens (UCAG Chair)
- IV. Committee Business:
 - Selection of interim chair
 - Review and selection of Ad Hoc Committee Members
- V. Roundtable Announcements
- VI. Adjournment

MICHIGAN STATE UNIVERSITY
UNIVERSITY COMMITTEE ON ACADEMIC GOVERNANCE (UCAG)
DRAFT MINUTES
 March 15, 2018
 Bott Nursing Building Room C125

X = Present; A= Absent; S=Substitute

* Chair ** Vice Chair

Committee Members					
Xia Gao (A & L)	X	Lorraine Sordillo-Gandy (VM)	X	Quynh Hoang (ASMSU)	X
William McCarthy (Business)	A	Fredrick Manfredsson (CHM)	X	Dylan Westrin (ASMSU)	X
Laura Dilley (Com Arts)**	X	Michael Shapiro (NS)	A	Liz Luna Gagnon (COGS)	A
Rand Spiro (ED)	X	Greg Fink (COM)	X	Scott Jarvie (COGS)	X
Gayle Lourens (NUR) *	X	Ruth Smith (SS)	X	John Gaboury; Associate Provost Ex-officio)	A
Mark Worden (ENG)	X	Amanda Tickner (Non-CF)	X	Gary Hoppenstand; Secretary for Academic Governance (Ex-officio)	X
Ajit Srivastava (Ag Nat Rec)	X	Ryan Aridi (ASMSU)	X	Sherry Lott (Office of the Secretary for Academic Governance)	X
Etienne Charles (MUS)	X	Connie Hunt	S		

I. Meeting called to order at 3:20 pm

II. Approval of the agenda for March 15, 2018

- Agenda for March 15, 2018 was approved

III. Approval of Minutes for February 15, 2018

- Minutes were approved

IV. Comments

- Associate Provost Remarks: Associate Provost Gaboury stated that he would volunteer to serve as an ex-officio member on the ad hoc bylaws committee.
- Secretary for Academic Governance Remarks (Gary Hoppenstand): Dr. Hoppenstand thanked the UCAG committee members for their expeditious response to the Steering Committee's request and needs of academic governance.
- UCAG Chair: Dr. Lourens stated that in response to the Steering Committee's request, the UCAG members had a discussion via e-mail regarding the formation of an ad hoc committee to review the University Bylaws and Board of Trustees Bylaws making change recommendations. These minutes will reflect the outcome of the discussion and motion.

V. Business of the Committee

- **Bylaw Change:** Dr. Lourens stated that the UCAG's University Bylaw recommendations regarding academic specialists inclusion as faculty was reviewed by the Steering Committee Members (SC). The SC recommended that UCAG further define the term "full time" as it relates to fixed term faculty and the proposed academic specialist faculty in section 1.1.2 (Faculty Voting Rights). After a brief discussion, the UCAG members agreed to define "full time" faculty as faculty member who have an appointment equal to or greater than a 0.9 full time equivalent.
Motion by Lourens: Add Section 1.1.2.1.1: The term "full time" shall be defined as an appointment equal to or greater than a 0.9 full time equivalent. The motion was seconded and carried.
- **Athletic Council Information Item:** Lauren Fish, ASMSU Representative to the Athletic Council, and Lorenzo Santavicca, President of ASMSU, discussed current Athletic Council Bylaw oversight, clarity and place in governance. Upon review, the UCAG members identified that the Athletic Council's Bylaws do not include language that defines the composition of a search committee or the search process of an Athletic Director. The UCAG members agreed that possible changes to the University Bylaws may expand the Athletic Council's Bylaws to include member voice and vote.

- **Ad Hoc Committee Formation:** Dr. Lourens stated that in response to the SC's request, the UCAG members electronically discussed the formation of an ad hoc committee to review the University Bylaws and Board of Trustees Bylaws making change recommendations. Several members contributed to the conversation with questions and comments. The committee members recognized that this process will be lengthy. Furthermore, the members felt that as the current academic year draws to a close, this work should not be delayed. The following **motion** was put forth for an electronic vote: **An ad hoc committee will be formed with the following charges:**
 1. **To review the current University Bylaws and make change recommendations**
 2. **To review the current Board of Trustees Bylaws and make change recommendations to improve transparency and faculty and student voice.**

This motion was seconded and approved by majority vote. This motion was presented to the SC on March 13, 2018. The SC approved the motion and Dr. Lourens will be presenting the motion at the Faculty Senate as an action item on March 20, 2018.

- **UCAG and the Ad Hoc Committee:** Dr. Hoppenstand stated that materials distributed to the SC (if approved by the Faculty Senate) included a schematic indicating that the ad hoc committee recommendations will be submitted to UCAG and follow the current approval process. Dr. Spiro posed the question as to availability of UCAG members during the Summer. A poll revealed that UCAG members could be available electronically or remotely. Dr. Dille provided the following **motion:** The UCAG Chair may call a meetings during the summer to conduct urgent business. These meeting will be conducted remotely whenever possible.
- **UCAG Recommendation to SC and Faculty Senate:** As a part of a larger academic governance structure, the committee members also made the following **motion:** The UCAG members request that the Faculty Senate and Steering Committee also consider developing a meeting strategy to address urgent topics during the summer.
- **Ad Hoc Committee Structure and Responsibilities:** A lengthy discussion regarding the ad hoc committees responsibilities and topics of consideration occurred. Several members provided input. These topics included the need to support transparency, provision of an infrastructure that improves the University's climate, provides consistency and big-picture solutions. The members agreed that the sections of the current Bylaws create governance barriers. Furthermore, the members agreed that the ad hoc committee must include all stakeholders and work collaboratively to identify common goals. A consensus as to the overall composition of the ad hoc committee was not clearly defined in this meeting. The members of the committee agreed to continue these conversations electronically.

VI. Round Table Announcements: None

VII. The meeting was adjourned at 5:15 pm.