

Approved: February 14, 2019

2018-2019: Meeting #4

**MICHIGAN STATE UNIVERSITY  
UNIVERSITY COMMITTEE ON ACADEMIC GOVERNANCE  
(UCAG)**

**APPROVED AGENDA**

**FEBRUARY 14, 2019**

**3:15 PM**

**W-1 OWEN GRADUATE HALL (GARDEN LEVEL)**

**1. CALL TO ORDER**

**2. Approval of Agenda for February 14, 2019**

**3. Approval of Draft Minutes for November 15, 2018 (January meeting was cancelled)**

**4. Chairperson's Remarks:** Amanda Tickner

**5. Associate Provost for Academic Services Remarks:** Dr. John Gaboury

**6. Secretary for Academic Governance Remarks:** Dr. Gary Hoppenstand

**7. NEW BUSINESS**

**7.1.** Develop Slate of Candidates from Pool of Faculty Nominees for Various Committees/Boards/Councils

**7.2.** Approve At-Large Slate of Nominees

**7.3.** Update on Review of College Bylaws, Chairperson Amanda Tickner

**7.4.** [University Bylaws](#) (if time permits)

**7.4.1.** Revise to address the issues of concerns with **3.3.1.1.**, and **3.3.1.2.1.**; regarding the establishment of clear-cut wording on the number of representatives and the cycle of elections that would take into account the College Advisory Council Chair's one-year term

**7.4.2.** Absences and Removal, Discussion of Attendance Policy, Dr. Gary Hoppenstand (**1.4.3.**)

**7.4.3.** Language to send to FRIB and to the Academic Specialist Committee Regarding Election Language in Bylaws, see [Tracking System](#), under Academic Specialists (**1.1.2.1.**), Dr. Gary Hoppenstand

**7.4.4.** Bylaw Issues on Feedback from Committees Regarding the Propose University Bylaws: changes that last summer's UCAG Ad Hoc Committee developed, particularly the 25% administrative appointment and Standing Committee wording (**4.2.2.2.**), Chairperson Amanda Tickner

**7.5.** University Committee for the Library Bylaw Change Request - pending per The Steering Committee, which meets on 2-12

**8. Other Business**

**9. ADJOURNMENT**

Directions once inside Owen Hall:

From the Owen Hall front desk, proceed to the left towards the cafeteria. On the far left, there are a set of double doors to the West Wing (next to the ATM). Go through the doors, pass the elevators and enter the West Wing. Proceed to the end of the long hallway and just before the hallway turns there is another gray door to a stairway on the right hand side. Go down two small flights of stairs to the garden level. Open door, turn right and proceed to room W-1 on the right hand side of the hall.

Approved:

**MICHIGAN STATE UNIVERSITY**  
**UNIVERSITY COMMITTEE ON ACADEMIC GOVERNANCE (UCAG)**  
**DRAFT MINUTES**  
**November 15, 2018, 3:15 p.m.**  
**W-1 Owen Hall**

X=Present    A=Absent    S=Substitute (Substitute Name)    \*=Ex-officio member

<b>Member</b>	<b>Constituency</b>	<b>Present</b>
Ajit Srivastava	Agriculture & Natural Resources	A
Xia Gao	Arts & Letters	X
Dylan Westrin	ASMSU	X
Jack Person	ASMSU	X
[Pending]	ASMSU	A
Fredric Jacobs	Business	X
Tyler Silvestri	COGS	X
Diondra Straiton	COGS	X
Laura Dille	Communication Arts & Sciences	X
Rand Spiro	Education	X
Mark Worden	Engineering	A
Fredric Manfredsson	Human Medicine	X
Connie Hunt	<u>James Madison, Law, Lyman Briggs, RCAH</u>	A
Etienne Charles	Music	A
Gabor Francsics	Natural Science	X
Amanda Tickner	Non-College Faculty	X
Katherine Dontje	Nursing	X
John Gaboury*	Office of the Provost	A
Kenneth Stringer	Osteopathic Medicine	A
Gary Hoppenstand*	Secretary for Academic Governance	X
Carole Gibbs	Social Science	A
Lorraine Sordillo-Gandy	Veterinary Medicine	S (Ángel Abuelo)

- I. Call to Order
  - The meeting was called to order at 3:28 p.m.
- II. Approval of Agenda
  - Motion by Jacobs.
  - Second by Tickner.
  - Approved 13-0-0.
- III. Approval of Draft Minutes of October 11 Meeting
  - Motion by Tickner.
  - Second by Jacobs.

- Approved 13-0-0.
- IV. Remarks
- Chair Amanda Tickner declined to give remarks because they were primarily focused on the Ad Hoc Committee for Bylaws Reform’s proposal, which was an agenda.
  - Associate Provost John Gaboury was absent.
  - Secretary for Academic Governance Gary Hoppenstand said that he felt today’s agenda was an important one. Hoppenstand noted that the Ad Hoc Committee for Bylaws Reform’s proposal had been delayed because The Steering Committee voted to circulate the proposal to several Standing Committees; it was not clear which Standing Committees were included in this.
- V. Discussion of the Ad Hoc Committee on Bylaws Reform’s Recommendations
- UCAG discussed the timeline for the proposal and generally expressed confusion as to its current status. Tickner and Hoppenstand indicated that more information would be forthcoming following clarification from The Steering Committee.
- VI. College Bylaw Review
- Tickner indicated that UCAG is set to review five Colleges’ Bylaws. Three were not completed by the 2017-2018 UCAG: The College of Agriculture and Natural Resources, the College of Law, and the College of Education. The remaining two are James Madison College and the College of Communication Arts & Sciences.
  - Tickner said she would distribute the members of UCAG between the respective colleges for reviewing purposes. Tickner anticipated addressing the issue at UCAG’s February meeting.
- VII. Proposed Bylaw Amendment Regarding CACC’s Chair
- UCAG received a proposed amendment to 3.3.1.1. and 3.3.1.2.1. of the *Bylaws for Academic Governance* reading, “Revise to address the issues of concern with 3.3.1.1. and 3.3.1.2.1, regarding the establishment of clear-cut wording on the number of representatives and the cycle of elections that would take into account the CACC Chair’s One-Year-Term.”
  - Noting the care with which this amendment would have to be considered, UCAG decided by consensus to address the proposed amendment when the Ad Hoc Committee on Bylaws Reform’s proposal comes back to UCAG.
- VIII. Proposed Bylaw Amendment Regarding
- Richard Bellon, the Chair of the University Committee on Undergraduate Education, requested on behalf of UCUE that an amendment be made to 4.4.1. of the *Bylaws for Academic Governance*. The sentence “The membership of the University Committee on Undergraduate Education (UCUE) shall include a faculty member from each college, and a faculty member from the non-college faculty” would be amended to read, “The membership of the University Committee on Undergraduate Education (UCUE) shall include a faculty member from each college, **representation from the Honors College**, and a faculty member from the non-college faculty” (emphasis added).
  - Hoppenstand clarified that this representation would be fulfilled only by regular faculty members.

- Tickner read a statement from Bellon, which emphasized that UCUE felt it would benefit from representation from the Honors College.
- Jacobs pointed out that the language “membership of the” preceding the Standing Committee’s name is not in conformity with the other Standing Committee’s style.
- Motion by Tickner to amend 4.11 to read “The ~~membership of the~~ University Committee on Undergraduate Education (UCUE) shall include a faculty member from each college, **a faculty member from the Honors College who is not currently serving as a committee member on another University Standing Committee**, and a faculty member from the non-college faculty” (emphasis and deletion added) and send the proposal to The Steering Committee for a vote in University Council.
  - Second by Westrin.
  - Approved 13-0-0.

IX. Adjournment

- The meeting adjourned at 4:23 p.m. following a motion to that effect by Tickner and a second by Westrin.