



College of Arts & Letters

MICHIGAN STATE UNIVERSITY

College Graduate Committee – September 09, 2021

Minutes: 9/9/2021 3:15-5pm via Zoom: <https://msu.zoom.us/j/97942082362> pwd: 239448

Attendance: Laura Cloud, Paula Winke, Ben Lauren, Deric McNish, Suzanne Wagner, Matt Handelman, Gretel Van Wieren, Kristin Mahoney, Amanda Lanier, Scott Boehm, Kiersten Latham, Christian Lotz, Sergio Navarro, Peter De Costa, Ben Lampe, Laura Borchgrevink, Leann Dalimonte, and Bill Hart-Davidson.
Guests: Ellen Moll

Meeting started at 3:15pm

1. Approval of the Agenda – Gretel motioned, Deric seconded, agenda approved unanimously.
2. Approval of 4/8/2021 Meeting Minutes – Kristin motioned, Paula seconded, minutes approved unanimously.
3. Associate Dean's Announcements
 - a. Welcome
 - i. CGC Introduction & Representation
 - College Bylaws for committee representation: <https://cal.msu.edu/faculty/college-bylaws/>
 - b. Grad Committee Blanket Approval Request – Due 9/29/21
 - i. Graduate School approved blanket approval requests for non-regular committee members
 - ii. [Blanket Approval Request Form](#)
 - iii. Submit request documents to college before due date
 - c. Staff Functional Structure Update
 - i. Academic Operations (AO) Team Meeting TBD
 - AO grad staff members will join future CGC meeting
 - ii. DGS Resource Guide
 - AO team is working on a DGS resource guide
 - a. Functionality in Campus Solutions
 - b. Workflow within functional team structure
 - d. System Updates: Campus Solutions (CS), Slate, Student Financial Planning [Fellowships], Advocate [ADR]
 - i. Fall 21 all system changes go live
 - ii. Campus Solutions and Curriculum System Translation
 - Variation between form fields and CS functions
 - Curricular course changes have to be implemented by the college instead of the RO
 - e. CGS Grant – PhD Career Pathways
 - i. CGS/ETS Opportunity
 - Matching grant



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- ii. Annual award which recognizes promising efforts in initiating or scaling up innovations in graduate education that occur from admission through successful completion of a degree program
 - f. GEU Contract Agreement Updates – COVID-19
 - i. Contract terms were agreed upon within the GEU to align with the environment during the COVID-19 pandemic
 - Specifically modalities
- 4. Discussion Items
 - a. IAH GA Summer Hiring – Ellen Moll
 - i. Reducing the number of IAH summer course offerings, looking for an equitable approach to support GAs as UNTF hires during the summer.
 - Looking for feedback on how best to support the students during this shift
 - Are there other units where students might be interested in teaching in the summer?
 - ii. Students need to have IAH GAship experience from the academic year in order to teach as UNTF for IAH in the summer
 - b. PhD Re-enrollments
 - i. The GS usually see 130-150 students a year who are not enrolled in a given semester and this year they're seeing roughly 500
- 5. Roundtable/Other Business
 - a. Bill shared that our placement and graduation rates are in good standing as we have been navigating the pandemic
 - b. Question raised about graduate students being included as voting members within department meetings and committees
 - i. English does have graduate student representatives on committees
 - ii. LiLaC has a graduate reps on their DAC and other committees, but without voting rights
 - iii. ACM is revisiting this in their bylaws
 - c. Discussion on traveling scholar program (Big Ten grad exchange program)
 - d. Grad Allocation Letters will be coming out from the college soon!

Meeting adjourned at 4:52pm