



# College of Arts & Letters

## MICHIGAN STATE UNIVERSITY

### College Graduate Committee – October 14, 2021

Agenda: 10/14/2021 3:15-5pm via Zoom: <https://msu.zoom.us/j/97942082362> pwd: 239448

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

Meeting started at 3:18pm

1. Approval of the Agenda – Suzanne motioned, Ben Lauren seconded, approved unanimously.
  - a. Additions to Agenda
2. Approval of 9/9/2021 Meeting Minutes – Suzanne motioned, Christian seconded, approved unanimously.
3. Associate Dean's Announcements
  - a. CGC Process Updates
    - i. CGC Microsoft Team
      - Archiving documents, housing of minutes and agendas, collaboration and communication
    - ii. Minutes Rotation
      - Will see if we can implement minute rotation moving forward within Microsoft Teams
    - iii. Curriculum Deadline Implementation
      - Support approvals and proposal creation within the unit and for the committee
  - b. Welcome
    - i. Academic Operations Graduate Staff
      - Agenda item next month, AO grad staff will be joining the November CGC meeting to discuss workflow, functional structure, DGS guide, and how we can support each other within all of the new systems and structures.
  - c. GRS 899 and GRS 999
    - i. Grad School or OFA tracking for student records
    - ii. GRS 899
      - Could cause some confusion on students record
      - Indicator that a GA should be considered full-time without increasing the actual enrollment credits
      - Each semester a student is enrolled and has a GAship, the RO will enroll the students in GRS 899
    - iii. GRS 999
      - Way to code DD in Campus Solutions



# College of Arts & Letters

## MICHIGAN STATE UNIVERSITY

- This allows the OFA to know a student is enrolled full time and can disburse their tuition funds
  - This course does not appear on transcripts
  - d. Grad Competition Deadlines – CGC sub-committees
    - i. Subcommittee specifics will be sent out soon (committee members, etc.)
      - Updates will be supplied via CGC until the deadlines
    - ii. Dissertation Completion
      - CAL Deadline: Friday, February 18, 2022
    - iii. Academic Achievement Graduate Assistant (AAGA)
      - CAL Deadline: Friday, February 4, 2022
    - iv. Graduate School Fellowships UDF/UEF, Rasmussen, CUMREC
      - CAL Deadline: Monday, January 10, 2022
    - v. Special College Research Abroad Money (SCRAM)
      - CAL Deadline: Friday, February 25, 2022
    - vi. Varg-Sullivan Award
      - CAL Deadline: Friday, February 25, 2022
  - e. CGS Data Summary
    - i. Survey Years: Spring 2017-2021 graduates
    - ii. Survey summary will be shared with CGC via Teams
    - iii. Discussion on professional development for grads – referenced Excel Network at the undergraduate level
  - f. SS22 TA Tuition Pool Reminder – GS Deadline 10/29/21
    - i. Lottery system, allows for an extra course or two based on credits
  - g. [New Graduate Program Directors Orientation Program Recording](#)
  - h. [Stress Management to Grow the Creative Mindset: Focus on Resiliency not Burnout](#) - 10/28/21
4. Discussion Items
- a. Grad Allocation Letters Debrief
    - i. Overview of the criteria of the letters, recurring lines, and how they can be interpreted
  - b. UCGS
    - i. Do any programs require more than 24 – 999 credits?
    - ii. Reduce Minimum Credits for 899
      - Reduce from 4 to 3 (Plan A MA & Intl. Fulbright examples)
      - Financial implication, TTD implication
      - Will discuss with UCGS rep
    - iii. TS faculty committee requirement
      - Specific to certain program dynamics
  - c. Variable Credit, Fully Online, Graduate Special Topics Certificate Program
    - i. 1 to 9 credits, LifeLong Education Students
      - Example: LIN 891 and grant involvement
    - ii. Can a variable credit special topics course be instituted?
  - d. [Graduate Advising Training](#) – Campus Solutions Debrief
    - i. Advisor access vs Admin homepage access
5. Curriculum



College of Arts & Letters  
**MICHIGAN STATE UNIVERSITY**

- a. Critical Studies in Literacy and Pedagogy MA Discontinuation
- b. Digital Rhetoric & Professional Writing MA Discontinuation
- c. Deric motioned, Kiersten seconded, the two MA discontinuations were approved by majority.

Meeting adjourned at 5:01pm