



# College of Arts & Letters

## MICHIGAN STATE UNIVERSITY

### College Graduate Committee – November 5, 2020

Minutes: 11/5/2020 3:15-5pm via Zoom: <https://msu.zoom.us/j/97638045948> pwd: 974529

Attendance: Amanda Lanier, Ben Lauren, Ben Van Dyke, Ben Lampe, Justin Wigard, Kiersten Latham, Paula Winke, Suzanne Wagner, Gretel Van Wieren, Valentina Denzel, Lynn Wolff, Kristin Mahoney, Sean Valles, Laura Borchgrevink, Danielle De Voss, Bill Hart-Davidson and Leann Dalimonte.

Guest: Sonja Fritzsche

Meeting started at 3:17pm

1. Approval of the Agenda – Ben motioned, Kiersten seconded, agenda approved.
  - a. Additions to Agenda
    - i. Graduate Student Hiring
    - ii. Call for Graduate Students to Serve on IAH's Advisory Committee
2. Approval of 10/8/2020 Meeting Minutes – Ben motioned, Justin seconded, minutes approved unanimously.
3. Associate Dean's Announcements
  - a. April 15 Resolution
    - i. DGS Sample Letter
    - ii. Assists with offer letters
      - protect both the institutions that offer financial support to admitted students and the prospective students who receive them
  - b. Follow up on Recruitment Visits
    - i. There will be some restrictions in recruitment funding
      - Trips will need to be approved as safe visits/travel
        - a. Unit/College level determination on safety and approved types of travel from out of state
          - i. Example: Art student wanting to see facilities
  - c. Addition: Graduate Student Hiring – Sonja Fritzsche
    - University underwent an audit from The Department of Labor
      - a. Impacted hiring practices including graduate students
      - b. Structural changes in the future to definitions of types of positions people are hired into
    - Always have GAs apply to a search to get them into the system to be able to teach as an instructor
      - a. If this isn't done the university feels GAs are being taken advantage of
        - i. GA funding/benefits vs. FT funding/benefits



# College of Arts & Letters

## MICHIGAN STATE UNIVERSITY

- b. Do not need to apply for summer if teaching in spring
          - c. Summer is included as a break in service if not teaching
        - Discussion on offer letter language, timeline of appointments, and issues with missed paychecks.
          - a. Off cycle paychecks if hired but missed pay deadline
          - b. Emergency fund for graduate students
      - d. 2021-2022 University Fellowship Programs
        - i. Deadlines:
          - Graduate School Fellowships UDF/UEF, Rasmussen, CUMREC
            - a. CAL Deadline: Friday, January 8, 2021
          - Academic Achievement Graduate Assistant (AAGA)\*
            - a. CAL Deadline: Friday, January 29, 2021
          - Dissertation Completion\*
            - a. CAL Deadline: Friday, February 12, 2021
          - Special College Research Abroad Money (SCRAM)
            - a. CAL Deadline: Thursday, February 18, 2021
          - Varg-Sullivan Award
            - a. CAL Deadline: Thursday, February 18, 2021
        - ii. Subcommittee rotation
      - e. CAL Town Hall with MSU Police 11/20/2020 at 2:00pm
        - i. Faculty, staff, and graduate students can fill out the announcement survey to submit questions and concerns for the MSU PD
      - f. Commencement – Three pre-recorded ceremonies:
        - i. 12/18/2020: 10:00am Master's Degrees, 2:00pm PhD
        - ii. 12/19/2020: 10:00am Baccalaureate Degrees
        - iii. CAL Marketing around graduating student stories
      - g. SS21 Graduate Students Abroad Screening Process
        - i. Helps to determine ability for students to be enrolled
          - Reach out if they're experiencing trouble
            - a. L&L has two international students who are RAs with GAships (stipends are adversely affected by processing fees) so consider this with recruitment and foreseeable student issues for planning purposes
4. Curricular Items
  - a. Linguistics Package: Suzanne Wagner
    - i. Changes being proposed after over a year of discussion in the program after doing a "climate check" survey alongside the Ombudsperson's office that determined there was not enough curricular flexibility and content for their career success
    - ii. Changes should improve time to degree and allow for specific theoretical areas of studies that support language instruction and beyond.
      - 4 core areas and sequencing options
      - Support ease of navigation/student pathways



# College of Arts & Letters

## MICHIGAN STATE UNIVERSITY

- Cross listing a couple 400/800 level courses
- iii. Linguistics MA
- iv. Linguistics PhD
- v. Courses:
  - LIN 427, 437 (400 level courses are associated at 800 level), 827, 828, 834, 835, 837, 838, 871
- vi. Discussion: Kiersten motioned, Sean seconded, discussion on the program changes.
  - Common for students to take courses outside of Linguistics
- vii. Recommendation to make sure admissions requirements are listed appropriately on the forms.
- viii. Linguistics package approved by committee with small recommended changes.

*\*Curricular requests can be viewed at <https://www.reg.msu.edu/forms/formsmenu.asp> "Academic Programs" and "Courses"*

5. Discussion Items
  - a. Budget Update:
    - i. 14% over three years in permanent reductions
  - b. Reviewed the Budget Reduction Task Force subcommittees:
    - i. Academic Structures
    - ii. Staff and Personnel Structures
    - iii. Curriculum and Programmatic Shifts
  - c. Adoption of recommendations:
    - i. Structured retirement planning for faculty and staff
    - ii. Functional reorganization structure for staff
      - Will be a graduate/undergraduate functional team
        - a. Unit relationship vs. process relationship
    - iii. Data driven decision making as a focus moving forward
  - d. No recommendations to cut graduate student funding anywhere
    - i. No cuts in recurring GA funding
      - May have small cuts in nonrecurring funds with ample notice
      - Welcoming requests for utilizing supplemental GOF
    - ii. Prioritizing student related funding and research
    - iii. Sustainability calculation used for admitting and fully funding graduate students still apply
  - e. Spring Course Scheduling
    - i. No big changes for f2f or hybrid courses
    - ii. Discussion over D2L support for new faculty mentors
      - Pedagogical mentoring
6. Roundtable/Other Business
  - a. ACM/MUSM – UCC passed the ACM/MUSM Package
  - b. MAFLT – UCC passed the FLT Certificate

Meeting adjourned at 4:59pm