



College of Arts & Letters

MICHIGAN STATE UNIVERSITY

College Graduate Committee – February 11, 2021

Minutes: 2/11/2021 3:15-5pm via Zoom: <https://msu.zoom.us/j/97638045948> pwd: 974529

Attendance: Gretel Van Wieren, Paula Winke, Shannon Schweitzer, Justin Wigard, Ben Lampe, Robert Randez, Danielle DeVoss, Lynn Wolff, Kristin Mahoney, Gabriela Alfaraz, Ben Van Dyke, Sean Valles, Amanda Lanier, Laura Borchgrevink, Kiersten Latham, LouAnne Snider, Suzanne Wagner, Bill Hart-Davidson and Leann Dalimonte.

Guests: Salah Hassan

Meeting started at 3:15pm

1. Approval of the Agenda – Gretel motioned, Kristin seconded, agenda approved unanimously.
 - a. Additions to Agenda – Update on graduation ceremonies and graduate student membership dues
2. Approval of 1/14/2021 Meeting Minutes – Paula motioned, Shannon seconded, minutes approved unanimously.
3. Associate Dean's Announcements
 - a. Reminder to Apply for IA's Stories of Change Project
 - i. Deadline: March 10, 2021
 - ii. Advantageous since it's a membership organization
 - b. Summer Graduate Student Relocation Funds
 - i. Funds made available for people moving to EL as new admits and have encumbered moving expenses over the summer
 - ii. Updates on the process/guidelines:
 - Summer fellowships cannot be granted to incoming students. If the department wants the students to get funds before they are officially starting fall semester then the department can try and process a reimbursement as a DV for the travel expenses.
 - The graduate fellowships will be moved from the controller's office to the Office of Financial Aid so the entire fellowship process might change
 - c. Competition Deadlines:
 - i. CAL/Bill is willing and eager to receive SSF ranked list from units asap as that helps inform other awards and additional funds
 - ii. Dissertation Completion CAL Deadline: Friday, February 12, 2021
 - iii. Special College Research Abroad Money (SCRAM) CAL Deadline: Thursday, February 18, 2021
 - iv. Varg-Sullivan Award CAL Deadline: Thursday, February 18, 2021
 - v. Summer Support Fellowships: March 12, 2021
 - d. MA and PhD Graduation Ceremony Updates



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- i. The Masters and Ed. Specialists graduation ceremonies will be held virtually on May 7. They will also hold the PhD ceremony separate, virtually on the same date.
4. Discussion Items
- a. GradPlan – Are you using NewSIS?
 - i. When should we have a training session?
 - Opportunity to schedule a college specific training. Should it be after the release, late in the semester? Or should we wait until just after the semester or in August before the fall?
 - a. Before summer is the consensus
 - Is there a filter/search option to only display the individuals in your unit?
 - Currently in phase 5, phase 6 rolls out in June.
 - ii. SLS – Ben has been leading orientation meetings, the program appreciates the new platform
 - iii. Bill encourages everyone to check out the new platform asap and provide any feedback about experiences
 - Make sure program milestones are accurately loaded in
 - Look at the approval routing
 - b. Contingency/Recruitment Planning
 - i. SLS – 3 students currently on short list for admission, but no funding to offer at this time – one submitted for UDF. Bill recommends admitting students you submit for UDF/UEF – funding commitment.
 - ii. PHL – Accepting a few students, submitting some for UEF, and looking into recruitment and onboarding with current students.
 - iii. WRAC – Graduate student org has elected a Recruitment Chair – works closely with DGS, students, and logistics. 3 admitted PhD and 4 MA all participating in recruitment. The Writing Center is hosting a special meeting grads are invited to. Also invited students to a grad seminar (accessibility, pronouns, faculty 1:1, etc.)
 - iv. ENG – Graduate student org that also help with recruitment days. Waiting to hear back on their top 4 students as well as University fellowships, students nominated have been informed.
 - v. Linguistics – 5 applicants on short list, one student is trying to re-enroll after a long time lapse, A few submitted for university fellowships, all students are aware they will be admitted but not officially funded yet.
 - vi. AAHD – accepted 5 applicants, standard cohort. There's a few top applicants they might have to fight for. Students were appreciative of where we're at in the process compared to some institutions.
 - vii. MAFLT – 10 applicants per semester and online program creates a different scenario so funding is not a factor.
 - viii. ACM – Deadline just passed and committee will be reviewing the 6 applicants. Funding is also not the main variable as well given the differences in the program.



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- ix. German – Accepted 3 with funding offers and prospective students joined some grad seminars and recruitment was started in the fall. Unfortunately, 2 students declined the offer, but opened the door for other applicants. This program trains for academia and beyond which is innovative compared to some peer programs.
- c. Feedback sessions with CAL Graduate Students
 - i. Committee put together from different units
 - Basic needs assessment
 - Academic progress and success
 - Well-being/wellness check-in
 - a. Set up a small health and wellness fund
 - d. Graduate Student Membership Dues
 - i. What are programs doing about conference registration payments for graduate students this year?
 - Fellowships
 - There's a question about the ability to use P-Cards
5. Curriculum
 - a. Global Studies in the Arts & Humanities GRC2 – Salah Hassan
 - i. Overview: removing language requirement, students are still encouraged to take one, but making the certificate less restrictive. The current requirements would require them to have an additional language.
 - ii. Discussion: This certificate is taken only in conjunction w/ another degree program, not as a standalone. So if their degree requires a second language (or third) that will not change.
 - iii. Sean motioned, Danielle seconded, GSAH Graduate Certificate approved by the majority.
6. Roundtable/Other Business
 - a. WRAC – Offering first job career seminar tonight, 3 this semester
 - i. Give students opportunities to network and connect across programs and think more broadly about career opportunities

Meeting adjourned at 4:56pm.