



# College of Arts & Letters

## MICHIGAN STATE UNIVERSITY

### College Graduate Committee – April 11, 2019

Minutes: 4/11/2019– 3:15 – 5:00 321 Linton

Attendance: Danielle DeVoss, Suzanne Wagner, Shannon Schweitzer, Debra Hardison, Jung-Min Lim, Justus Nieland, Benjamin Lampe, Ben Van Dyke, Shawn Loewen, Amanda Lanier, Safoi Babana-Hampton, Lisa Schwartzman, Bill Hart-Davidson, and Leann Dalimonte.

1. Approval of the Agenda – motioned by Danielle, Suzanne seconded, agenda approved unanimously.
2. Approval of 2/14/2019 Meeting Minutes – motioned by Danielle, Lisa seconded, minutes approved unanimously.
3. Associate Dean's Announcements
  - a. Financial Aid & Travel Policy
    - i. They're reintroducing an exception that we had implemented before when it comes to travel fellowships. We don't want a reassessment of a student's financial aid to be affected by a travel fund, so we can write a support memo stating that this funding is a reimbursable travel expense, and send that onto Financial Aid.
  - b. Update on GEU Bargaining
    - i. Bargaining has been going well with productive discussions.
    - ii. Some highlights:
      - SPEAK test
      - Anti-harassment policy
      - Funding (salary, health benefits, housing, etc.)
    - iii. GEU President - for the first time - is not a part of the negotiations
    - iv. Value of the contract is going to go up (roughly 2-3%) mainly in the stipends
    - v. 26 hours of bargaining so far, about 40 more hours scheduled
  - c. Update on Graduate Committee for Graduate Advisory Committees
    - i. Group: Tony Nunez, Kelly Millenbah, David Barondess, and Bill tasked by Dean Jeitschko to develop some guidance for different groups on practices that can be useful to help prevent and respond to issues that arise in graduate advisory committees.
    - ii. Met recently with the Ombudsperson and academic integrity officer to gain insight.
    - iii. Short survey coming out soon for graduate program directors to respond to so the committee can work with previous scenarios.
    - iv. Timeline: Trying to pair with mentoring toolkit project that the Graduate School is currently working on.
4. Discussion Items
  - a. Recruitment



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- i. WRAC: 6 PhD acceptances, 3 MA acceptances so far
    - ii. AAHD: Made 7 offers, and 5 have accepted so far (from their top 4)
    - iii. PHL: 1 acceptance so far, and 3 outstanding offers
    - iv. RCS: 9 acceptances to the SPN programs, 2 acceptances in FRN
    - v. SLS: 9 acceptances
    - vi. MAFLT: 14 acceptances, and a few lifelong learners adding in the summer
    - vii. THR: 3 acceptances out of 4 recruits. Focused on fit beyond skill
    - viii. TESOL: Drop in Fulbright applications from 10 down to 1
    - ix. ENG: 6 recruitments, 3 acceptances so far, a 4<sup>th</sup> might accept soon. 1 accepted UF rescinded his offer.
    - x. L&L: 4 PhD accepted, 2 MA, and the pool was very diverse
  - b. GA Lines
    - i. The approach to your total number of GAs that you have to use is a process of thinking about your recurring GAs, non-recurring GAs, and GAs that you usually can count on using because they are controlled by an allied unit with your program. Examples: SLS & CeLTA, WRAC and WC, etc. This has created some anxiety this year, and the process is still being worked out a bit with new employees on the graduate team.
    - ii. Request: Can we have as much specificity in the Fall letters about funding and lines as possible (Recurring, non-recurring, DCF, etc)?
5. Curricular Items
  - a. New Courses:
    - i. Danielle motioned to consider as a package, Lisa seconded.
    - ii. Shawn Loewen spoke on behalf of the course proposals – these are iterations of special topics courses. With the restriction on credits for special topics course numbers, they wanted to create these new courses. They will run in the future instead of ad hoc.
    - iii. Recommended Changes:
      - Align #1 and #8
      - Look at course objectives, outlines, and course description to be more aligned with each other for UCC purposes (Use LLT 818 as a reference).
    - iv. LLT 813, LLT 818, LLT 823, LLT 842, LLT 870
    - v. LLT Course package unanimously approved with completion of recommended changes.
6. Roundtable/Other Business
  - a. WRAC: Monday, 4/15 there is a current graduate student meeting to review the grad handbook, especially surrounding ethical communication and community standards to create some more care oriented practices.
  - b. AAHD: MFA displays are still on display through graduation.
  - c. Grad Secretary: Note from Staff Advisory Council that April is a very busy time for your staff, especially graduate secretaries.
  - d. SLS: 4/30 having a curriculum retreat to go over their programs & courses.



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- e. THR: In the future can we talk about summer support fellowships, and possibly pay them in installments?
- f. ENG: Recently done a faculty/graduate student grad survey; one outcome from grads is that they feel unequipped to teach IAH courses and would like to get more pedagogical training.
- g. L&L: Also previously completed a grad survey, and they're going to be using the responses to help set up a curriculum retreat. Two undergraduate research conferences going on in the next few weeks.

Meeting adjourned at 5:01pm.