



College of Arts & Letters

MICHIGAN STATE UNIVERSITY

College Graduate Committee Minutes– November 7, 2019

Attendance: Kierstan Latham, Shannon Schweitzer, Trixie Smith (on behalf of Danielle DeVoss), Shawn Loewen, Sarah Potts, Laura Borchgrevink, Aurora Wolfgang, Lisa Schwartzman, Zarena Aslami, Amanda Lanier, Bill Hart-Davidson, and Leann Dalimonte.
Guests: Sonja Fritzsche

Minutes: 11/7/2019– 3:15 – 5:00 120 Linton

Meeting started at 3:18pm

1. Approval of the Agenda – Shannon motioned, Shawn seconded, agenda approved unanimously.
2. Approval of 10/10/2019 Meeting Minutes – Shawn motioned, Shannon seconded, minutes approved unanimously.
3. Associate Dean's Announcements
 - a. Introduction to CAL Leadership Fellows
 - i. Tabled until next meeting
 - b. 2020-2021 University Fellowship Programs – Subcommittee assignments and dates
 - i. Rotation schedule sent out via November committee email
 - ii. Concerns about turnaround time for nominations to meet deadlines
 - c. Reminder Recruitment Initiative matching fund request due 11/15
 - d. Hiring policy update (when hiring graduate students) – Sonja Fritzsche
 - i. In Fall 2017 the Department of Labor performed an audit in Central Human Resources that resulted in hiring changes including the removal of waivers, for example, and the updated policies are located on the CAL website.
 - ii. Sonja was informed that graduate students were supposed to be able to be hired during the academic year as an instructor without having to do a search
 - AY2018-2019 that option was no longer available, and Sonja appealed that policy to Academic Human Resources which was approved. Grads could then be hired under the 'emergency hire' option last academic year.
 - AY2019-2020 this option was again removed. Students are now supposed to be entered into the pool search following a typical search process. Sonja has again appealed this to OI3, however a PhD candidate vs. an external candidate with a PhD was one of the main issues. The appeal was not reversed this year, and graduate students must be entered into the pool search.
4. Discussion Items
 - a. Research Ethics working group (in CAC) in response to survey in CAS



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- i. Discussion on proper ways to approach research with students, and be cognizant of the climate and terminology being used.
 - ii. CAC – being asked if they would like a subcommittee who looks into circumstances where students are participants in research and is there a need for an additional level of oversight
 - b. IAH position hiring - follow up on questions from previous meeting
 - c. Academic Programs Review and Update due 1/9/20 with Q&A Session on 11/21 in 443 Administration at 3:30 p.m.
 - d. English graduate program response to offensive word uttered by a faculty guest speaker
 - i. An apology and letter was circulated with the department, and the graduate students responded with an open letter to the department. There is an open forum happening within the department to discuss the instance.
5. Curricular Items
 - i. MAFLT Graduate Certificate
 - Presented by Amanda Lanier
 - Historically there is a high student demand for a MAFLT degree without wanting to take the full Master's as many of those candidates already have a Master's degree. This Graduate Certificate option would allow students or professionals the opportunity to build upon their expertise.
 - Zarena motioned, Trixie seconded, and the committee unanimously approved the Graduate Certificate.

Meeting adjourned at 5:03pm.