


# MICHIGAN STATE UNIVERSITY

May 30, 2023

## MEMORANDUM

**To:** Committee on Academic Affairs

**From:** Teresa K. Woodruff, Ph.D.  
Interim President 

**Subject:** Amendments to Bylaws for Academic Governance

### RECOMMENDATION

The Trustee Committee on Academic Affairs recommends that the Board of Trustees approve amendments to the Bylaws for Academic Governance.

### RESOLUTION

BE IT RESOLVED, that the Board of Trustees of Michigan State University hereby approves the amendments to the Bylaws for Academic Governance included as Attachment A.

### BACKGROUND

During the 2022-2023 academic year, the University Council approved amendments to the Bylaws for Academic Governance, upon the recommendation of the University Committee on Academic Governance (UCAG).

The proposed amendments to Sections 1.1.2.1. and 1.1.2.5. expand faculty voting rights to all full-time fixed-term faculty and full-time academic specialists by removing the previous requirement of having served at the university for three years. The proposed amendment to Section 2.2.5.1. clarifies that each College Advisory Committee chairperson should also represent that college on the faculty senate. Proposed amendments to Sections 3.3.1.5. and 3.4.1.3. adds the Executive Vice President for Health Sciences to the Steering Committee and Faculty Senate. The fourth proposed amendments are to various sections, changing the name of the University Committee on Student Affairs to the University Committee on Student Life and Engagement (UCSLE) and updating all applicable references therein. The amendments also expand student membership on the committee from eight to twelve members and delineates which senior administrators within the Division of Student Life and Engagement will also serve on the UCSLE. All detailed revisions are enclosed.

In accordance with Section 8.3.2.1 of the Bylaws for Academic Governance, I have reviewed the proposed amendments and concur with the changes, and now request action by the Board of Trustees.

cc: Board of Trustees, T. Jeitschko, N. Beauchamp, S. Fletcher, B. Quinn, M. Zeig



## Office of the President

Hannah Administration Building  
426 Auditorium Road, Room 450  
East Lansing, MI 48824

517-355-6560  
Fax: 517-355-4670  
president.msu.edu

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**MICHIGAN STATE UNIVERSITY**  
**BYLAWS FOR**  
**ACADEMIC GOVERNANCE**

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**Revisions Proposed**  
**Academic Year 2022–2023**



**MEMORANDUM**

April 26, 2023

**TO:** Teresa K. Woodruff, Ph.D.  
*Interim President*

**FROM:** Tyler Silvestri, J.D.  
*Secretary for Academic Governance*

**SUBJECT:** Proposed Amendments to the *Bylaws for Academic Governance*

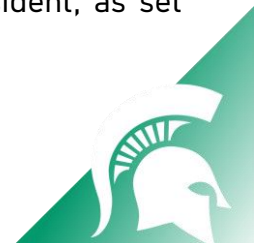
On behalf of the Steering Committee, and pursuant to section 8.3. *et seq.* of the *Bylaws for Academic Governance*, I write to request that you review the four attached proposals to amend the *Bylaws* and forward them to the Board of Trustees for final action if you concur. The proposals have been approved by the University Committee on Academic Governance and University Council.

Please let me know if you have any questions.

For your reference, the relevant portion of the *Bylaws* reads:

**8.3. Amendments**

- 8.3.1. Proposed amendments shall be submitted to the University Committee on Academic Governance. After review by UCAG, proposed amendments may be submitted to the University Council for action under 3.2.4.10 by UCAG, or by any member of the University Council.
- 8.3.2. If the University Council approves the proposed amendment, the Steering Committee shall forward it to the President.
  - 8.3.2.1. If the President concurs with the proposed amendment, the President shall notify the Steering Committee and place the proposed amendment on the agenda for action by the Board of Trustees within 90 days (excluding the time between the end of spring semester and the start of fall semester).
  - 8.3.2.2. If the President does not concur with the proposed amendment, the President shall return it to the Steering Committee with the President's written objections and recommendations within thirty (30) days (subject to the exclusion noted in 8.3.2.1). The Steering Committee shall submit the proposed amendment and the President's comments to the University Council for reconsideration.
    - 8.3.2.2.1. If the University Council declines reconsideration, or if reconsideration results in no change to the proposed amendment, the Steering Committee shall return the proposed amendment to the President, who shall place it on the agenda for action by the Board of Trustees within sixty (60) days (subject to the exclusion noted in 8.3.2.1).
    - 8.3.2.2.2. In the event that reconsideration leads to modification of the proposed amendment by the University Council, the Steering Committee shall forward the modified proposed amendment to the President, as set forth in 8.3.2.1.



## 1 – Faculty Voting Rights

1.1.2.1. The voting faculty in the election of university-level councils and committees shall be all regular faculty, health professions faculty, ~~and~~ FRIB/NSCL faculty, full-time fixed-term faculty, and full-time academic specialists. ~~Voting faculty also includes full-time fixed-term faculty who have served at least three consecutive years and full-time academic specialists who have served at least three consecutive years. Voting faculty must be engaged in academic activities of the university.~~

1.1.2.1.1. Full-time shall be defined as a workload equal to or greater than a 0.9 full-time equivalent.

...

1.1.2.5. A full-time fixed-term faculty member ~~who has served at least three consecutive years~~ and a full-time specialist ~~who has served at least three consecutive years~~ may be elected to an academic governance body, with the exception of the University Committee on Faculty Tenure, as a representative of any unit in which the person holds faculty status.

### Approved by:

University Committee on Academic Governance  
University Council

January 19, 2023

March 28, 2023



## 2 – Clarifying Faculty Senate Membership

2.2.5.1. Each College Advisory Committee shall ensure that at least two of its members (including its chairperson) are members of the Faculty Senate, selecting—if necessary—one person from among the college representatives to the Faculty Senate~~University Council~~one person to serve as an ex-officio member, without vote, of the College Advisory Committee. See 3.3.1.2.1.

**Approved by:**

University Committee on Academic Governance

University Council

October 20, 2022

November 22, 2022



### **3 – Adding the Executive Vice President for Health Sciences to the Steering Committee and Faculty Senate**

3.3.1.5. The President, the Provost, the Executive Vice President for Health Sciences, one elected member from ASMSU, one elected member from COGS, and the chairperson of the Athletic Council will serve as ex-officio members of the Faculty Senate with voice but no vote.

...

3.4.1.3. The President, ~~and the~~ Provost, and the Executive Vice President for Health Sciences shall be ex-officio members of the Steering Committee. The Secretary for Academic Governance shall be an ex-officio member of the Steering Committee and shall serve as Secretary to the Steering Committee, having voice but no vote. Along with support to academic governance, the Office of Academic Governance will supply clerical and administrative assistance to the Steering Committee.

**Approved by:**

University Committee on Academic Governance  
University Council

April 21, 2022  
October 18, 2022



#### 4 – University Committee on Student Life and Engagement

3.2.4.8. The University Council shall develop procedures acceptable to the President for the participation of faculty and students in the selection of administrators of university-level units who are involved in the administration of policies significantly affecting the academic programs of the university.

3.2.4.8.1. These administrative positions are the Provost, the Vice President for Research and Graduate Studies, the Senior Vice President for Student ~~Affairs and Services~~ Life and Engagement, the Dean of Undergraduate Studies, the Dean of the Graduate School, the Dean of International Studies and Programs, the Dean of the Libraries, and the Dean of the Honors College.

...

3.2.5.1. University-level Standing Committees that deal predominantly with issues other than the curriculum and faculty life (e.g., tenure and promotion, salary, benefits) report to University Council. Such committees include the University Committee on Student ~~Affairs~~ Life and Engagement, the University Committee on Undergraduate Education, the University Committee on Graduate Studies, the University Committee on the Libraries, and the University Committee on Academic Governance.

...

3.2.7.1. ASMSU shall consider and act upon all recommendations to University Council regarding student academic rights and responsibilities and judicial procedures; upon any proposed amendment to or revision of Student Rights and Responsibilities at Michigan State University prior to its consideration by University Council; upon all matters brought before it by the President, the Provost, or the Senior Vice President for Student ~~Affairs and Services~~ Life and Engagement; and upon all matters on which its constitution requires such action.

...

3.2.8.1. COGS shall consider and act upon all recommendations to University Council regarding student academic rights and responsibilities and judicial procedures; upon any amendment to or revision of the SRR, and Graduate Student Rights and Responsibilities prior to its consideration by University Council; upon all matters brought before it by the President, the Provost, or the Senior Vice President for Student ~~Affairs and Services~~ Life and Engagement; and upon all matters on which its constitution requires such action.

...

3.3.6.1. The University Committee on Student ~~Affairs~~ Life and Engagement will report to the University Council, provided that recommendations by ~~UCSA~~ UCSLE that affect professional rights and responsibilities of faculty must have been approved by the Faculty Senate before consideration by the University Council.



#### 4.1. Establishment of Standing Committees

There shall be the following University-level Standing Committees within academic governance:

- University Committee on Academic Governance (UCAG)
- University Committee on Undergraduate Education (UCUE)
- University Committee on Curriculum (UCC)
- University Committee on Faculty Affairs (UCFA)
- University Committee on Faculty Tenure (UCFT)
- University Committee on Graduate Studies (UCGS)
- University Committee on Student ~~Affairs~~Life and Engagement (UCSLEA)
- University Committee on the Libraries (UCL)

...

#### 4.9. University Committee on Student ~~Affairs~~Life and Engagement

4.9.1. The University Committee on Student ~~Affairs (UCSA)~~Life and Engagement (UCSLE) shall have four faculty members selected by the Faculty Senate. ~~UCSA~~UCSLE shall have ~~eight~~twelve student members appointed as follows: six appointees from ASMSU, including the President of ASMSU; two appointees from COGS; ~~one appointee from the Residence Halls Association; one appointee from Fraternity and Sorority Life; one appointee from the University Apartments Council of Residents;~~ and the At-large Student Liaison to the Board of Trustees, as appointed by the ~~Senior Vice President for Student Affairs and Services~~Life and Engagement. ~~UCSA~~UCSLE appointees are expected to reflect the diversity of their constituencies. The ~~Senior Vice President for Student Affairs and Services~~Life and Engagement, Assistant Vice President for ~~Diversity, Equity, Inclusion and Belonging,~~ the Assistant Vice President for Student Development and External Relations and Dean of Students, the Assistant Vice President of Residence Education and Housing Services, the Assistant Vice President for Student ~~Involvement and Leadership,~~ and the University Ombudsperson shall be members with voice; but no vote.

4.9.1.1. The ~~UCSA~~UCSLE shall report to the University Council (3.2.5). However, any policy amendment or statement reviewed by ~~UCSA~~UCSLE that affects the professional rights and responsibilities of the faculty must be approved by the Faculty Senate before consideration by the University Council.

4.9.2. The chairperson of the ~~UCSA~~UCSLE shall be a voting member of the University Council. ~~At its first meeting of the academic year, the UCSLE must elect one of its faculty members to represent UCSLE as a voting member of the Faculty Senate.~~

4.9.3. The ~~UCSA~~UCSLE shall advise the ~~Senior Vice President for Student Affairs and Services~~Life and Engagement on all policies of the ~~Office of the Vice President for~~





~~Student Affairs and Services~~ Division of Student Life and Engagement and on other University policies as they affect the academic achievement of students.

4.9.4. The ~~UCSA~~ UCSLE shall initiate and review proposed amendments to the Student Rights and Responsibilities, General Student Regulations, and policies relating to the academic rights and responsibilities of students.

4.9.4.1. Any such amendment affecting the professional rights and responsibilities of the faculty must be reviewed by the ~~UCSA~~ UCSLE and approved by the Faculty Senate before consideration by the University Council.

~~4.9.5. The UCSA shall assume the duties of the Committee on Academic Rights and Responsibilities under the SRR.~~

...

7.1. The administrator of an academic unit shall render necessary support, clerical and otherwise, to academic governance at the unit level. At the university level, this is the responsibility of the Provost and the Senior Vice President for Student ~~Affairs and Services~~ Life and Engagement.

**Approved by:**

University Committee on Student Affairs

April 15, 2022

University Committee on Academic Governance

April 21, 2022

Additional amendments

September 29, 2022

University Council

October 18, 2022

