


# MICHIGAN STATE UNIVERSITY

April 16, 2021

## MEMORANDUM

To: Committee on Academic Affairs

From: Samuel L. Stanley, Jr., M.D.   
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 2019-20 academic year, University Council approved numerous revisions to the Bylaws for Academic Governance, upon the recommendation of the University Committee on Academic Governance (UCAG). Many of the changes were approved by the Board of Trustees at their September 11, 2020 meeting, while some proposed amendments were returned to University Council for further deliberation. The proposed amendments to Section 3.3.3 of the Bylaws for Academic Governance regarding procedures for calling special meetings of the Faculty Senate has since been updated and returned for reconsideration.

In addition, following a request from faculty leadership in the College of Law, UCAG has recommended amending Section 4.4.1 of the Bylaws for Academic Governance to allow colleges that do not offer undergraduate degree programs to opt out of electing a representative to the University Committee on Undergraduate Education. This change was also approved by University Council.

In accordance with Section 8.3.2.1 of the Bylaws for Academic Governance, I have reviewed the proposed amendments to Sections 3.3.3 and 4.4.1, concur with the changes, and now request action by the Board of Trustees.

cc: Board of Trustees, T. Woodruff, N. Beauchamp, N. Barr, B. Quinn,  
M. Zeig



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## Proposed Amendments to Faculty Senate Procedures

### 3.3.3. Procedures of the Faculty Senate

- 3.3.3.1. The Chairperson of the Faculty Senate will preside at meetings of the Faculty Senate. In the absence of the Chairperson, the Vice Chairperson will preside.
- 3.3.3.2. The quorum for conducting the business of the Faculty Senate is 50 percent of its voting membership plus one.
- 3.3.3.3. The Faculty Senate shall normally meet at least once each month during the academic year.
- 3.3.3.4. The faculty members of The Steering Committee shall prepare the agenda for each regular Faculty Senate meeting. The agenda will be publicly available and circulated at least one week prior to the meeting to which it relates. Each meeting agenda will include an item enabling new business to be introduced from the floor. The Steering Committee may cancel a Faculty Senate meeting if there are no agenda items that must be considered.
- 3.3.3.5. A special meeting (“called meeting”) of the Faculty Senate to address urgent matters that should not await a regularly scheduled meeting may be called by the President, by The Steering Committee, or by a one-quarter petition of the membership of the Faculty Senate.
  - 3.3.3.5.1. Calls for a special meeting shall specify the purpose of the meeting. The only business that can be transacted at the special meeting is that which has been specified in the call for the meeting. The statement of purpose need not give the exact content of individual motions to be considered, if any. Motions from the floor shall be allowed.
  - 3.3.3.5.2. Notice of a special meeting shall be publicized to members of the Faculty Senate at least forty-eight hours in advance of the called meeting and shall include the date, time, venue, and agenda. Electronic attendance at special meetings shall be permitted.
  - 3.3.3.5.3. The Steering Committee and the Secretary for Academic Governance shall facilitate the convening of the special meeting.
- ~~3.3.3.5.3.3.6.~~ Meetings of the Faculty Senate shall be open. Observers shall be seated separately.

## Proposed Amendments to UCUE Representation

- 4.4.1. The membership of the University Committee on Undergraduate Education (UCUE) shall include a faculty member from each college, including a faculty member from the Honors College who is not currently serving as a committee member on another University Standing Committee and a faculty member from the non-college faculty. Colleges that do not offer undergraduate degree programs may opt out of electing a representative to UCUE by informing the Secretary for Academic Governance; should a college choose to forgo representation on UCUE, the college's seat will remain vacant for the duration of the regularly scheduled term. UCUE shall also have four undergraduate student members, of whom one must be the Vice President of Academic Affairs of ASMSU, and two graduate student members from COGS. The Provost shall be a member with voice, but no vote.