

# MICHIGAN STATE UNIVERSITY

April 22, 2022

## 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

On March 22, 2022, 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 Section 1.4.3 clarifies and revises attendance requirements and removal procedures for members of academic governance bodies. The proposed amendments to Section 4.10 converts the advisory/consultative committee known as the University Committee for the Library into a university-level standing committee called the University Committee on the Libraries.

In accordance with Section 8.3.2.1 of the Bylaws for Academic Governance, I have reviewed the proposed amendments to Sections 1.4.3 and 4.10, concur with the changes, and now request action by the Board of Trustees.

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



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

1.4.3. **Absences and removal.** Members who fail to attend ~~two meetings in a semester, or~~ three meetings in a single academic year, of a particular governance body designated in these *Bylaws*, ~~and who also fail to~~ without providing designees in their absences, ~~shall be removed~~ become eligible to be removed from the governance body, reducing its quorum until the members are replaced by procedures specific to the bodies. This provision does not apply to administrators who are ex-officio members of governance bodies.

1.4.3.1. When a member becomes eligible for removal, the Secretary for Academic Governance will report the members' absences to the body responsible for electing or appointing the member (e.g., the relevant College Advisory Committee for an elected Faculty Senate representative, the relevant Standing Committee for a Standing Committee Chairperson who misses four Faculty Senate meetings, the Faculty Senate for At-Large Members of the Steering Committee). The body must decide whether to recall the member by majority vote. If a member is recalled, the constituency must select a replacement in the same manner as the removed member was selected (unless these *Bylaws* specify a different process); if a member is not recalled, each subsequent absence renders them eligible for removal again.

1.4.3.2. Those who are members of a governance body by virtue of their service on another body (e.g., Standing Committee Chairpersons who serve on the Steering Committee, members of Faculty Senate who are automatically members of University Council) may miss four meetings of the bodies on which they serve. After five total absences from any combination of meetings, such members become eligible for removal.

**Approved by:**

University Committee on Academic Governance	March 17, 2022
University Council	March 22, 2022

**Proposed Additions to the Bylaws for Academic Governance**

4.10 University Committee on the Libraries

4.10.1. The faculty of each college and the non-college faculty shall elect one faculty member to represent it on the University Committee on the Libraries (UCL). The committee shall have one faculty representative from each of the colleges two undergraduate members chosen by ASMSU, and three graduate student members chosen by the Council of Graduate Students. The Dean of Libraries or a designated representative shall serve ex officio. The committee shall also have one ex-officio member chosen by the Library’s internal faculty Steering Committee.

4.10.2. The UCL shall report to the University Council.

4.10.3. The chairperson of UCL will serve on The Steering Committee and thus on the University Council and the Faculty Senate.

4.10.4. The UCL shall provide for broad-based participation by University faculty and students in the policy-making of the Libraries. The committee shall serve in a consultative capacity on policy matters pertaining to the Libraries. The committee shall also serve as one of the channels of communication between the Libraries, the faculty, and the students.

4.10.4.1. UCL shall actively monitor faculty and student concerns about the Libraries’ resources, policies, and services.

4.10.4.2. UCL shall work with the Dean of Libraries in developing the Libraries’ programs and policies that meet and promote the instructional and research needs of faculty, students, and staff.

4.10.5. The Dean of the Libraries shall consult with UCL on the state of the libraries, including resources, services, and policies; the university commitment necessary to assure that the Libraries adequately supports the university mission of preservation, creation, transmission, and application of knowledge; and library policies and practices that have university-wide reach.

**Approved by:**

University Committee on Academic Governance	April 23, 2020	
University Council	September 22, 2020	
University Committee on Academic Governance	March 17, 2022	(Revisions)
University Council	March 22, 2022	(Revisions)