



Academic Specialist Advisory Committee Meeting

March 3, 2022

Minutes

- I. **Call to Order:** 11:32am Danielle Flores Lopez
- II. **Roll Call:** Danielle Flores Lopez (chair), Debra Thornton Fitzpatrick (Vice Chair), Karen Kangas-Preston (Secretary), Aaron Reifler (Sergeant at Arms), Suzanne Lang (AHR), Kathy Lewless (AHR), Ashley Maloff (UC), Debjani Sarkar, Sarah Whitaker, Devon Akmon, Bryan Beverly; Kari Kammel, Beth Judge,
- III. **Acceptance of Minutes for February 3rd, 2022;**
 - A. Minutes emailed to all; motion B. Beverly 2nd; A. Maloff to approve February minutes as submitted; approved.
- IV. **Associate Provost & Associate Vice President for Academic Human Resources Report--Suzanne Lang**
 - A. Searches updates: Pero Dagbovie named as Dean of Grad School and Assoc Provost; helping in transition currently; will be approved at April Board Of Trustees (BOT) meeting; Ag and Nat Resources Dean —CAC is working w/ provost and approved the process; committee selected and will be announced soon; Korn Ferry search firm will be helping; position will be posted by end of semester with interviews next fall;
 - B. Dismissal for Cause for TS Faculty—has gone through faculty governance with unanimous support; BOT also approved changed policy unanimously; training for Hearing Board is in process; process timeline has been shortened to 120 days (From 12-18 months); turnaround time for charges to response has been reduced to 7 days;
 - C. Question: any update on reviewing emeritus status based on previous misdeeds? Yes, group looking at this policy; looking at how we grant emeritus status so if person is not in good standing at time of retirement they would not be granted the status; policy ready to move forward for approval;
- V. **Report of Officers**
 - A. **Chair Report** Danielle Flores Lopez
 1. Kari shared that a previously active member of ASAC has passed away (**GET NAME**); moment of silence in their honor;
 2. presented at Thriving session on Feb. 10;
 3. provost town hall coming up March 17, 10-11am; please submit questions;

4. letter of solidarity for Dr. Potira was sent to President and Provost; there was no comment given beyond acknowledgement of receipt; Danielle will not be speaking to the press;
 5. subcommittees should update on TEAMS and D2L with important info especially to pass on to new committees next year
 6. meeting w/ Nicholas Gisholt and Kathy Lewless to see if we can move forward with the ask for specialist representation on Univ. Academic Governance; Nicholas was creating survey for AS regarding previous involvement in Academic Governance that will be sent out; will request meeting w/ chair of University Committee on Faculty Affairs
- B. **Vice Chair Report** Debra Thornton Fitzpatrick
1. Table talk from work-life office had great turn out; resources shared were forwarded to all specialists;
 2. Next table talk March 22, 12:30-1:15 w/ Daniel Mackey from HR regarding Retirement;
- C. **Faculty Senate Representative Report**—Danielle Flores Lopez for Grace Pregent
1. Notes attached below
 2. Stanley reported COVID cases drop (from meeting 2/15)
 3. Woodruff noted approval to policy on dismissal of TS faculty for cause
 4. K. Kelley Blake conversations on salary restoration; also noted leadership by 2 women of color
 5. Support for caregivers; consider caregiving critical for recruitment; suggestion of SCDC expansion; Discussed TS extension
- D. **University Council Representative Report**—Ashley Maloff
1. Notes attached below
 2. Much overlap from FS topics
 3. Subcommittee developing anti-harassment policy for all employees (including student employees); rough definition determined; looking at where to house policy and who/how to administer training; different from RVSM policy and will cover what is not covered under RVSM but is still considered harassment;
 - a) (not the same as the code of professional conduct policy which was ready to be voted on when 6th district court ruled on what included Academic Freedom changed the conversation; continuing work w/ UCFA to work on standards of conduct that would not be opposition to the ruling)

VI. Reports of Committees

A. **Elections**—Ashley Maloff

1. Going well; have several nominations; still needing nominations in Outreach and Research. Will review candidates after break and get ballots ready to email to all specialists

B. **Outreach**—Sarah Whitaker

1. Continuing to update website with events; future events will also get posted on Facebook and Linked In;
2. Will move spring gathering to fall—welcome back mixer

C. **Promotion & Compensation**—Karen Kangas-Preston

1. Working on gathering example documents for reflective essays and Form on Progress and Excellence
2. Finding inconsistencies in language use to unify (example: in places reflective essay is used, in others personal statement)
3. Drafting annual review process guidelines

D. **Bylaws**—Karen Kangas-Preston

1. DEI subcommittee status—was left as ad hoc last year since was a new committee; would like feedback on whether the subcommittee members feel it should be regularized; would need draft language (mirror style of other standing committees in current bylaws)
2. Will have report of suggested changes next meeting

E. **DEI**—Danielle Flores Lopez

1. Spring town hall w/ Dr. Bennet was Monday; good turn out; did run out of time for all questions at the end;
 - a) Are additional vacation days being considered for long term specialists; long term serving specialist have not gotten vacation or sabbatical? Has not been brought up; AN appointments is similar to all other appointment types; suggest looking at extended leave in handbook; extended leave works similarly to sabbatical in terms of pay, is also limited to Continuing Specialists (subcommittee on promotion/compensation will discuss this aspect); study assignment releases are also available
 - b) Discussion on how to get policy information out to specialists since so much is unknown to people:
 - (1) a newsletter with a “did you know” feature? To help educate people on professional development opportunities and policies; suggest also something that goes to administration to inform them of options for specialists in the units;

- (2) Outreach will discuss options for dissemination; newsletter?, social media? Maybe a table talk topic? To time w/ new information coming up from Working Group;
- (3) Perhaps a template for each subcommittee and HR to submit content so not one person has to do all the labor to put it together
- (4) Kari was part of the outreach subcommittee the last time they did a newsletter and can share templates

2. Presented two sessions at Thriving workshop

- VII. **Unfinished Business**--none
- VIII. **New Business**--none
- IX. **Announcements**--none
- X. **Comments from the Public**--none
- XI. **Adjournment:** Motion B. Beverly, 2nd D. Thornton Fitzpatrick to adjourn. Meeting adjourned 12:18pm

Attachments:

Faculty Senate Meeting Notes 2/15/22—Grace Pregent

- 1. President Stanley called attention to MSU's COVID cases, from a high of 600+ at the height of omicron, to 70 positive results the week prior
- 2. Associate Provost Woodruff called attention to the Board of Trustees approving, at the February 11 meeting, the changes to MSU Policy 03-17-09 (Discipline and Dismissal of Tenured Faculty for Cause) put forward by the Committee on Academic Affairs (<https://trustees.msu.edu/meetings/documents/2022/AA1-Revisions%20to%20Policy%2003-17-09%20STAMP.pdf>)
- 3. Faculty Senate Chairperson Karen Kelly-Blake mentioned ongoing conversations regarding faculty salary restoration and noted that with her leadership and with Vice Chair Stephanie Anthony, this is the first time Faculty Senate has been led by two women of color
- 4.
- 5. Faculty Senators participated in a discussion around support for caregivers
 - a. Associate Provost Suzanne Lang noted that a working group has formed consisting of faculty, support staff, and HR representatives
 - b. Chairperson Kelly-Blake noted the need for us to think broadly about caregiving, and to consider caregiving a critical issue in the recruitment and retention of faculty
 - c. Faculty Senators:

- i. suggested the possible expansion of the Spartan Child Development Center
- ii. suggested creating and enacting policies that provide more flexibility for faculty and staff who are caregivers
- iii. asked that administration clearly message the importance and value of faculty and recognize a Faculty Caregiving Resolution passed by Faculty Senate on February 16, 2021 (<https://acadgov.msu.edu/tracking/2021-31>)
- iv. discussed tenure-clock extension affordances and limitations
- v. encouraged that faculty and admin think "beyond our peers" to recreate and be revolutionary in how we rethink support for caregivers, guided by the 2030 Strategic Plan and the DEI Strategic Plan
- vi. suggested an MSU-located drop-off, as-need facility for children

University Council Meeting Notes 2/22/22-- Ashley Maloff

**Please excuse the lack of detail this month. My internet went in and out multiple times during the meeting.*

President Stanley:

Working on a Caregiving Program to support employees

There have been recent revisions to the RVSM policy in relation to discipline for faculty/staff

Congrats to Sloan Research Fellowships and Honors College Scholars

Congrats to Lisa Cook, MSU Faculty Member who was nominated to join the Biden Administration and hopefully confirmed by the senate soon.

Provost Woodruff:

Congrats to Sloan Fellowships

Honorifics

Norm Beauchamp:

Opening of new McLaren on March 6

Karen-Kelly Blake:

Tenure process update

Outreach and Engagement: Laurie Van Egeren- research, education and community. Student engagement decreased during pandemic but is starting to increase again.

Anti Harassment Policy: this is a new policy that is in the works and will be in effect for

all employees. Where will it be housed? Who and how will it be managed? This is different and in addition to RVSM