

University Committee on Graduate Studies

Draft Minutes

March 15, 2021



MICHIGAN STATE
UNIVERSITY

Present: M. Abel (COGS), L. Borquin (CANR), N. Costello (LAW), C. Ernst (CANR), Y. Figueroa (CAL), A. Gilad (CHM), A. Halvorsen (EDU), D. Hershey (NURS), K. Tollefson (for T. Jeitschko) (GRAD), K. Kim (BUS), D. Koslowsky (COM), R. Kulkarni (CNS), J. Lonstein (SSC), A. Moeser (CVM), J. Riebschleger (COS), E. Roggenkamp (COGS), T. Sharkey (CNS), D. Straiton (COGS), B. Takahashi (CCAS), B. Van Dyke (CAL), D. Wong (EDU), T. Zhou (MUS)

Absent: T. Grebey (COGS), M. Haq (EGR), T. Hult (BUS), F. Pratt (COGS)

Preliminary Matters

The University Committee on Graduate Studies held a regular meeting via Zoom on March 15, 2021 at 3:00 p.m. with Chairperson Denise Hershey presiding. The agenda was approved as distributed by consent. The draft minutes of the February 8, 2021 meeting were approved as distributed by consent.

The Chairperson gave remarks, during which the committee agreed by consent that the Academic Research Policy Subcommittee would develop a policy document codifying UCGS's process for reviewing the Research Integrity Officer during the 2021-2022 academic year.

Remarks were also given by Associate Dean Kirsten Tollefson and Council of Graduate Students President Meagan Abel.

Questions for Dean Jeitschko's Five-Year Review

The Chairperson led a discussion regarding UCGS's five-year review of Dean of the Graduate School Thomas Jeitschko.

By consent, the committee agreed to make the following amendments to the draft questions for the review survey (Appendix A):

1. Change the word "College" to "Graduate School" throughout.
2. Remove Question 18, which read, "The Dean has assembled an effective team of department chairpersons and directors."
3. Amend Question 27 to read, "In the Graduate School, there are clear vision and expectations about inclusiveness ~~classrooms~~ and the expectations that all students can succeed" (bold language added).
4. Remove Question 28, which read, "In the Graduate School there are clear expectations for tenure and promotion."
5. Remove Question 29, which read, "There are clear expectations about annual performance evaluations."

Following debate, the committee agreed by consent to add the following questions (measured on a Likert scale) to the review:

1. The Dean actively engages with graduate and professional students.

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2. The Dean has successfully responded to challenges that have arisen during the past five years (e.g., COVID-19).
3. The Dean has outlined a clear strategy regarding recruitment of top-tier international graduate students.
4. The Dean has outlined a clear strategy regarding recruitment of top-tier graduate students of underrepresented backgrounds, including racial, ethnic, and other backgrounds.
5. The Dean has clearly communicated his goals and vision for the Graduate School.
6. The Dean has successfully achieved the goals and vision he outlined for the Graduate School.

Following debate, the committee agreed by consent to send the survey to the dean of each college with graduate programs to circulate to faculty; the Council of Graduate Students, the members of which would help circulate and advertise the survey to graduate students; the Division of Student Affairs and Services; college-specific student affairs directors; the associate deans for research; the associate deans for academics; graduate program directors; UCGS members; associate/assistant deans of the Graduate School; and other Graduate School staff.

The Chairperson noted that she is waiting to hear from Interim Associate Provost and Associate Vice President for Academic Human Resources Suzanne Lang as to whether external letters of reference should be sought.

Subcommittee Reports and Approval of Three Program Changes

Neither Graduate Instruction, Employment, and Mentoring Subcommittee Chairperson Donna Koslowsky nor Academic Research Policy Subcommittee Chairperson Kyonghee Kim had a report.

As part of a report, Curriculum and Program Review Subcommittee Chairperson Thomas Sharkey moved to approve the following curricular changes: 1) A request to change the guidance committee statement for the **Master of Science degree in Agricultural, Food and Resource Economics** within the College of Agriculture and Natural Resources's Department of Agricultural, Food and Resource Economics, 2) a request to change the guidance committee statement for the **Doctor of Philosophy degree in Agricultural, Food and Resource Economics** within the same department, and 3) a request to change the requirements for the **Master of Science degree in Marketing Research** within the Eli Broad College of Business's Department of Marketing. The motion was adopted by consent.



Changes to Name and Requirements of Graduate Certificate in Sport Coaching and Leadership

The Chairperson introduced a guest, Andy Driska, who requested changes to the requirements for the Graduate Certificate in Sport Coaching and Leadership within the College of Education's Department of Kinesiology, as well as a change in the name of the certificate such that it would be called the **Graduate Certificate in Sport Coaching**. Vice Chairperson Ben Van Dyke moved to approve the requested changes. The motion was adopted by consent.

New Graduate Certificate in Sport Leadership and Administration

Driska requested that UCGS approve a new **Graduate Certificate in Sport Leadership and Administration** within the College of Education's Department of Kinesiology, effective Fall 2021. Vice Chairperson Van Dyke moved to approve the requested graduate certificate. The motion was adopted by consent.

Changes to Name and Requirements of Master of Science Degree in Sport Leadership and Administration

Driska requested changes to the requirements of the Master of Science degree in Sport Coaching and Leadership within the College of Education's Department of Kinesiology, as a change in the name of the degree such that it would be called the **Master of Science degree in Sport Coaching, Leadership, and Administration**. Vice Chairperson Van Dyke moved to approve the requested changes. The motion was adopted following debate.

New Master of Arts Degree in Criminal Justice in the School of Criminal Justice

The Chairperson introduced a guest, Chris Melde, who requested a new **Master of Arts degree in Criminal Justice** in the School of Criminal Justice. The request had previously been considered at the February 8, 2021 UCGS meeting. Sharkey moved to approve the requested degree. The motion was adopted by consent.

Adjournment

The meeting adjourned at 4:37 p.m.

Tyler Silvestri
Secretary for Academic Governance

Approved:

Appendix A

Draft Questions for Dean Jeitschko's Five-Year Review

Note that this appendix does not reflect the changes that the University Committee on Graduate Studies made at its March 15, 2021 meeting.

	1. The Dean has clearly articulated a vision or plan for the future of the College.	6	5	4	3	2	1	
<p>Strategic Leadership:</p> <p>Consider to what extent you agree or disagree with the statements below which refer to how your Dean has, and is executing, <u>a plan that guides decisions</u> within the College.</p> <hr/> <p>Results Leadership:</p> <p>Consider to what extent you agree or disagree with the statements below which refer to what has been <u>achieved</u> under the leadership of the Dean.</p>	2. The Dean has engaged faculty, staff and students in creating a vision or plan for the future of the College.							
	3. There are clear strategies or steps for achieving the goals that are part of our College's vision or plan.							
	4. The Dean encourages work within the College that contributes to the broader priorities of the University.							
	5. I have confidence that if we are able to realize the vision or plan for our College, we would serve as national/international leaders in our work.							
	6. The quality of faculty and academic staff hired during the Dean's term has been exceptionally strong.							
	7. The Dean communicates high standards for faculty performance in areas of research, scholarship and creative endeavors.							
	8. The Dean allocates resources to support high-impact research, scholarship and creative endeavors.							
	9. The Dean communicates high standards for quality teaching, student learning and student success.							
	10. The Dean allocates resources to support quality teaching and student learning and success.							
	11. The Dean communicates the value of effective outreach and engagement activities.							
	12. Budget decisions made by the Dean are consistent with the College's vision or plan.							
	13. Funds raised through philanthropy have contributed to important work within the College.							
	14. Although financial resources are scarce, I have confidence that the College budget is being handled efficiently.							
	15. I have confidence that, with donors and alumni, the Dean is an effective advocate for the College.							
	16. I have confidence that, inside the University, the Dean is an effective advocate for the College.							

(6) Strongly Agree (5) Agree (4) Neither Agree or Disagree (3) Disagree (2) Strongly Disagree (1) No Specific Knowledge

6 5 4 3 2 1

People Leadership:

Consider to what extent you agree or disagree with the statements below which refer to the way in which the Dean has created a positive work environment for those for whom he has responsibility, and the ways in which relationships with those individuals is conducted.

17. The Dean has assembled an effective team of assistant and associate deans.						
18. The Dean has assembled an effective team of department chairpersons and directors.						
19. The Dean has assembled a strong and diverse leadership team across the College.						
20. The Dean champions the importance of diversity, equity and inclusion in our recruiting and hiring procedures.						
21. The Dean actively promotes an inclusive work environment.						
22. The Dean actively promotes a civil, respectful and caring work environment.						
23. The Dean has put in place an infrastructure that supports a safe and inclusive learning environment.						
24. The Dean seeks feedback on important decisions.						
25. The Dean regularly and clearly communicates about key issues in the College and University.						
26. The Dean is an effective communicator.						
27. In my College there are clear expectations about inclusive classrooms and the expectation that all students can succeed.						
28. In my College there are clear expectations for tenure and promotion.						
29. In my College there are clear expectations about annual performance evaluations.						

(6) Strongly Agree (5) Agree (4) Neither Agree or Disagree (3) Disagree (2) Strongly Disagree (1) No Specific Knowledge

6 5 4 3 2 1

Personal Leadership:

Consider to what extent you agree or disagree with the statements below which refer to the Dean's personal performance in his or her role.

30. The Dean behaves with civility and courtesy toward faculty.						
31. The Dean behaves with civility and courtesy toward staff.						
32. The Dean behaves with civility and courtesy toward students.						
33. I have observed a high standard of professional behavior by my Dean.						
34. When the Dean makes a statement, I can depend on it.						
35. Even when I disagree with a decision the Dean has made, I trust the decision has been made with the best interest of the College in mind.						
36. The Dean has a great deal of responsibility for the success of our College over the last few years.						