

MICHIGAN STATE

U N I V E R S I T Y

To: LGSAAL, RCS, CeLTA and SLS Faculty, Academic Specialists and Staff
From: School Executive Planning Committee
Date: October 31, 2017
Re: Updates about SLSLC

2017-2018 is a transition year toward the SLSLC. The following are updates related to the activities of the School EPC between August 16 and October 31, 2017:

Tasks

Following the recommendations of the Action Committee submitted to Dean Long on May 15, 2017, EPC has identified five major areas or tasks to take care of this year. These tasks are as follows:

Task 1: Academic Governance

Task 2: Budget

Task 3: School contributions to IAH Program.

Task 4: Collaborative initiatives.

Task 5: School staff, space, and facilities. Development of web presence.



Task 1: Governance

- Charge, instructions, templates and calendar to create Programs Bylaws given to conveners of French, German, Linguistics, SLS/TESOL, Spanish.
- Development of Program Bylaws with final draft to be submitted by December 1, 2017. Revisions and approval of final version will follow in order to (s)elect Program Heads no later than early February 2018. As soon as confirmed by the Dean, PH will join EPC's discussions.
- Consultation with tenure stream faculty members of all Programs not included above with the potential goal of proposing new configurations of clusters of Programs to start next AY. Deadline was October 2, 2017. No proposals were submitted.
- Consultation with the Associate Provost of Human Resources and the Secretary of Academic Governance to discuss approval process of School bylaws and other pending items.
- Call for applications for School Associate Director for Administration (AD2). Search committee will make recommendations to Dean Long and AD2 will join

EPC. Immediate tasks: (a) to convene tenure system faculty to work on criteria and metrics for annual performance review and RPT; (b) to convene non-tenure system faculty and academic specialists to work on criteria and metrics for annual performance review and promotion.

Task 2: Budget

- LGSAAL, RCS, SLS, and CeLTA fiscal officers are working with the CAL budget officer to establish appropriate budgeting lines for the School and all its Programs. No changes in GA-budgets. Program Heads will manage the program's GA-budget as well as other budgetary issues related, for example, to course releases.
- EPC chair works with Chairpersons, POD Fiscal Officer, and Office Supervisor to determine and develop instructions and protocols for funding allocations. For example: guest speakers, events, development of teaching materials, curriculum development, faculty travel funds, research funds, among others.

Task 3: School contributions to IAH Program

- The School's contributions to IAH will be discussed by CISAH Director and EPC members. Meetings with CISAH Director start mid-November 2017. EPC will consider not only the distribution of IAH seats among School Programs but also criteria to request those seats and possible reward system for School faculty that contribute to the delivery of General Education in the Arts & Humanities.

Task 4: Collaborative initiatives

- [Collaborative Research Showcase](#) event planned for 11/9. Lightning talks by presenters of each of the six projects currently funded.
- New call for applications for multilingual and multicultural projects sent 11/1/2017. All faculty with an appointment in the School are invited to get organized and apply.
- Spring 2018: EPC will establish the School Initiatives Committee to determine appropriate mechanisms for collaboration and interdisciplinary initiatives. This committee will start operating under the School in fall 2018 and will oversee the development and work of selected Research Networks. For more information about Research Networks, see [Action Committee Report](#) II.3 (p. 7-8), Question 6 (p. 14-15)

Task 5: Staff, space, facilities and web presence

- (forthcoming) School Staff Study Committee led by CAL Project manager Melissa Staub.
Goals:
 - a. To determine School staff needs to guide distribution of responsibilities and a potential position to assist us with Marketing, Outreach, Public Relations and Events.
 - b. Space (officers, faculty, teaching assistants, staff) and facilities.

- School website and Program WebPages: EPC chair is working with CAL Marketing team. Meetings every other Monday 1:30-3:00 PM in B-342 Wells Hall. Faculty welcome to attend any time. Next meetings: 11/13; 11/27. Spring 2018 meeting dates will be set in December 2017.

Searches

- **School Director Search Committee** established August 16, 2017. Membership: Alfaraz (RCS), Babana-Hampton (RCS), Cilano (Chairpersons rep), Munn (LGSAAL), Spinner (SLS, chair), Van Gorp (CeLTA), Wolff (LGSAAL). (ongoing)
- **CeLTA Director Search Committee** established August 31, 2017. Membership: Denzel (RCS), Hopkins (RCS), Kraemer (CeLTA), Li (LGSAAL, chair), Winke (SLS), Fitzpatrick (Center Directors rep). (ongoing)
- **CDDA Search Committee** established October 12, 2017. Membership: Babana-Hampton (RCS, chair), Gabilondo (RCS), Rhodes (CEDAR), Suleiman (LGSAAL), Schuster-Craig (LGSAAL). Position: assistant professor of Migration Studies and Languages in a Critical Age. (ongoing: <http://www.cal.msu.edu/criticaldiversity/cedar>)

Other

- On October 2, Dean Long sent the official request for the establishment of the School to Provost Youatt.
- The name of the School has been shortened from “School of Language Sciences & Literary and Cultural Studies” to “School of Language Sciences, Literatures & Cultures.”

For updates, visit: <http://languages.cal.msu.edu/>

We invite all LGSAAL, RCS, SLS, and CeLTA faculty and staff to contact any or all members of the School Executive Planning Committee with questions, inquiries, comments, etc. about these updates and/or forthcoming activities.