

# CAL CAC MINUTES

February 6, 2020

3:15–5:00pm, 321 Linton Hall

Present: Danielle DeVoss (Chair/WRAC); Jeff Wray (ENG); Danny Mendez (RCS), Jon Keune (REL), Karen Kangas-Preston (THR); Ellen Moll (IAH); Soohyun Cho (Grad Rep), Blake Williams (AAHD), Sherry Stevens (Staff/THR), Michael O'Rourke (PHL), Alan Beretta (L&L)

For CAL: Chris Long, Sonja Fritzsche

Guest: Rob Roznowski: Dean's Arts Advisory Council Chair;

Guests: Scott Schopieray, Tom Hakes: CAL IT

*Secretary and minute-taker: Kangas-Preston*

1. Call to order; 3:16pm
2. Approval of agenda. Motion to approve as presented Williams, second Keune; approved.
3. Approval of January 9, 2020 minutes. Motion to approve as submitted Williams, second Mendez; approved.
4. Initial discussion and action items (with guests).
  - a. conversation about CAL IT support (Schopieray and Hakes)
    - i. email was sent in December about what University-wide changes had happened and how CAL IT was affected
      1. Engler centralized IT while he was interim president; staffing was lost; mentorship and professional development was not happening;
    - ii. CAL IT supports 500 people and 850 computers; on average six work tickets that come in per day; each takes 2 hours average; working on remote fix options
    - iii. with new CIO appointment in December change is happening; Tony Rogers is centered in Admin building w/ other support people (works with CAL IT but not for CAL IT);
      1. staffing concerns: Rogers is one FTE; Hakes is on strategic fixes; one student worker;
        - a. will have more student workers soon
        - b. hoping to build to 3 FTE
    - iv. Schopieray and Hakes working on setting policy for support requests; will communicate w/ CAC
  - b. update on Art Strategy and Dean's Arts Advisory Council work (Roznowski)
    - i. Roznowski shared background materials on DAAC; and ppt of information
    - ii. DAAC charged to respond to MSUArts (arts strategy); arts alignment with CAL core values;
    - iii. President Stanley seems to want a plan for implementation of arts strategy;

- iv. Judith Stoddard will be moving subcommittees forward from plans made with June Youatt; what are outcomes of arts strategy that can be associated w/ University strategic plan?
    - 1. Long has emailed arts chairs to get names of arts alums that Stanley can include in speeches for recognition of artists
  - v. CAL Arts Survey results were shared; categories were designated;
    - 1. doc can be shared w/ faculty in units
    - 2. suggestions were paired w/ arts strategy to see where connections emerged
  - vi. actions/considerations slides of ideas that can be integrated now and later, categorized;
    - 1. example: arts-friendly admissions policy; targeting talented artists in similar ways that talented athletes are targeted;
      - a. need to work w/ RCAH, CommArts, as well as MUS and CAL;
      - b. hoping to implement for admissions 2021
    - 2. example: integrated studies—values arts as a fundamental part of education—all IS have agreed to this statement;
    - 3. example: arts practitioner courses as general education requirement;
    - 4. some long-term ideas require substantial fundraising that must be guided by the university not just CAL
    - 5. HARP for Arts (Jeff Wray)—designing an arts friendly HARP style program; working on getting a meeting w/ VPRGS;
    - 6. April 15 Arts Mixer to happen
  - vii. need for Arts communications/marketing office dedicated only to the Arts
5. Dean's action items.
- a. arts strategy—some conversation around opening of FRIB next spring—and what can be coordinated with that; FRIB is interesting in being associated w/ the arts; looking at university-level artists in residence surrounding FRIB opening
    - i. need to move on this quickly to get people lined up for artists in residence programming;
    - ii. need to know if Provost office will fund or if Deans will find resources;
  - b. Arts Weekend on Mackinaw Island—2020 will be last year of the program;
    - i. DAAC will consider options for summer 2021 to “bring arts weekend home”;
    - ii. Possibly integrated with MSU summer events (SCT, Film Production, etc.)
  - c. strategic planning—CAC & DAAC need to coordinate on how to have a unified approach for how we want to shape the university strategic plan; need organization of ideas and plans;
  - d. Dean Long has connected w/ Joe Salem to organize a listening session for CAL to be part of the strategic planning;
    - i. to be coordinated by CAC and DAAC and some chairs/directors so focused approach is made so that direction can be given; DeVoss and Roznowski will coordinate;
  - e. University strategic planning and University DEI planning are happening;
  - f. Chief Diversity Officer search (Chris Long and Melissa Woo)—listening sessions planned;

- g. internal communications through Deans/Directors/Chairs list—some things are noted as “please share w/ faculty” and Dean Long wants to be certain that those items are being shared;
    - i. considering how we are valuing communications; should we create a college-wide TEAMS channel? with sub-channels for individual committees;
      - 1. allows commentary for all college to see
      - 2. Dean’s office could share information to everyone immediately instead of through different email lists or different TEAMS channels;
    - ii. is email the best? some prefer it, but not all;
6. Discussion and action items
- a. soft launch of new HR website off CAL website <http://www.cal.msu.edu/faculty/faculty-human-resources> ; links for professional development and policies; will update to Wordpress version soon
    - i. also funding page: <http://www.cal.msu.edu/faculty/college-funding-opportunities>
  - b. Discussion of the academic specialist and fixed-term faculty promotion process documents (Fritzsche)
    - i. docs shared to CAC via email; process is initiated by Provost office to Unit administrator for review of FT and AS faculty
      - 1. background: had nothing in writing about promotion of AS process; FT promotion has some info in faculty handbook but no college policy; docs have been in process for three years;
    - ii. current reviews follow old process
    - iii. FT Doc has been online since spring 2018 and used in trial form last year; three were promoted to Associate professor FT using this process; process seemed to work;
      - 1. updates from previous version of the document: UNTF contract for Des B review stipulated 10 semesters before review of Des B; new contract is that Des B can be in 4<sup>th</sup> year; Associate promotion consideration is still in 6<sup>th</sup> year
    - iv. AS document: based on college practice and AS handbook; several passages come directly from AS handbook;
      - 1. teaching evaluation committee process matches that which has been piloted in FT faculty promotion process;
      - 2. doc has been circulated among chairs and FT/AS faculty; feedback has been integrated; has also been reviewed by AHR
      - 3. would like the AS document to get to a place where it can be piloted; feedback on the process is needed
  - c. Report from the initial meeting of the Task Force on Non-Tenure Stream Faculty Pathways (initial meeting, February 6, 2020 from 11am-noon)
    - i. Co-chairs: Kate Birdsall (WRAC; FT Assistant Professor) and Karen Kangas-Preston (THR; Sr. Academic Specialist)
    - ii. things being worked on:

1. Make recommendations to CAC for College-level promotion evaluation criteria specific to non-tenure stream appointment types and ranks for both fixed-term faculty promotion and academic specialist promotion processes.
  2. Review best practices and make recommendations on ways to make promotion meaningful including and beyond the title.
  3. understanding of Sr. Academic Specialist position and when someone is eligible
  4. external letters solicitation—from who and when?
- c. Update from the Associate Dean for CAL Diversity, Equity, and Inclusion working group (Beretta, Mendez, Moll, Wray)
    - i. met w/ Dean Long; working from University of Michigan article; had discussion about how we might approach this appointment; wanted specific examples of how this is being done at other places—faculty? outside? part time appointment?
    - ii. have reports from AG and Soc Sci for how they are approaching;
    - iii. Long has gotten some additional info by being on the CDO search; best practices etc.
  - d. Update on codifying the CUC as a standing committee of the college (Cilano) TABLED
  - e. Update on unit discussions of faculty service experiences and perceptions TABLED
  - f. Review items of importance from University Council and Faculty Senate TABLED
7. Summary of and discussion of questions and next steps regarding Dean's 5-year review.
    - a. Dean Long could have his statement ready in a week or two; latest as Feb. 21
    - b. Dean Long and CAC each come up w/ a list of ten people who can submit external letters; Curry's office will do the asks (as far as we know)
    - c. DeVoss shared a schedule draft based on the charge from Terry Curry;
    - d. need to determine what questions we may want to add to the survey; and whether we want grad/undergrad student input;
    - e. survey template has 36 questions; recent College of Engineering has 53 questions—not sure how they align?; we can create the survey we want to use and add to the template as we see fit
      - i. DeVoss will move the survey into a TEAMS doc for CAC to edit
      - ii. need names of ten people that should be on the list to be asked for letters
8. Ongoing items.
    - a. Update on dual appointment discussions and work (Feb 27; Fritzsche)
    - b. Process for proposing a course with an AL alpha code (Cilano)
    - c. Bylaws changes to share and then discuss and vote on electronically at/after May college meeting: CIPC additional members (advisor and rep from IAH)
    - g. Academic Governance and CAL representation (<https://acadgov.msu.edu/>) > create a one-pager about who represents, when, how elected/appointed, etc.? Supposed to have names in March of THREE CAL elected reps; ONE additional CAL rep (per bylaws,

should be CAL CAC chair, but we don't know who will be chair for the coming year in March)

h. Appointment process for replacement reps on Univ Academic Governance

9. New/other business.

Adjourned 5:15pm