

CAL CAC Minutes-Approved

September 2, 2021

3:15–5:00pm

Attendance: Elena Ruiz, Tom Berding, Danielle DeVoss, Gary Hoppenstand, Chris Frilingos, Yore Kedem, Silvina Bongiovanni, Ruth Nicole Brown, Dionne O'Dell, Bump Halbritter, Ellen Moll, Cara Cilano, Sonja Fritzsche, Melissa Staub, Christopher Long.

1. Call to order by Danielle DeVoss, 2020-21 CAC Chair. Group agrees to rotate minute taker through CAC membership in alphabetic order. Tom Berding to serve as scribe for this meeting.
2. Approval of agenda. Gary Hoppenstand makes motion to approve. Seconded by Yore Kedem. Passes unanimously.
3. Approval of April 1, 2021 CAC minutes:
https://michiganstate.sharepoint.com/:w:/r/sites/CALCAC/_layouts/15/Doc.aspx?sourcedoc=%7BBBA1B6D0-9840-4202-B314-83A2BFE0071F%7D&file=CAC%20DRAFT%20Minutes%204-1-21.docx&action=edit&mobileredirect=true&wdPreviousSession=a4014113-a088-4c1e-8066-0630cfda8ab8&wdOrigin=TEAMS-ELECTRON.teams.undefined

Dionne O'Dell makes motion to approve. Seconded by Gary Hoppenstand.
Passes unanimously.

4. Election of 2021-2022 CAC chair.
Gary Hoppenstand nominates Bump Halbritter to serve as CAC Chair. Danielle DeVoss asks if there are other nominations. Halbritter nominates Hoppenstand. Hoppenstand respectfully withdraws his name from further consideration. Dionne O'Dell makes a motion to move to a vote. Seconded by Gary Hoppenstand. Bump Halbritter is elected as Chair by unanimous vote by the CAC membership.
5. Dean's comments and action items.
The Dean spoke to both the unsettling and exciting nature of this semester. He acknowledged the various levels of emotion across campus ranging from exhilaration to heightened anxiety. He is especially appreciative of the tremendous effort put forth by the staff as they move to a new organizational structure. He urged all CAC members to share with their units the link that lists new functional teams that can be found at:
<https://cal.msu.edu/faculty/staff-resources/chair-director-faculty-support/>

Dean Long asked Melissa Staub to comment on the new functional teams arrangement. She encouraged all to show patience and grace, especially with new staff in the college who may need some extra time in competing tasks. Additionally, Melissa noted that all staff be have been asked to redirect faculty to the proper support person in instances where they no longer perform a certain function.

The Dean shared that Arts Launch will be starting on the 12th of September. <https://artslaunch.msu.edu/>
The Arts Launch program aims to be forward looking and is being offered for the first time this year and comes as the long-standing Arts Weekend at the Grand Hotel, Mackinac Island has come to an end. Arts Launch is largely a CAL endeavor this year. In the future CAL hopes to engage other colleges around

campus more. The Dean will be regrettably unable to attend due to his attendance at a memorial service out of town.

The Strategic Plan is going through the Board of Trustees soon. Looking forward to the implementation of the campus Arts Strategy. The plan under consideration by the Board includes the need to create world class facilities that match the world-class faculty in the arts. The Dean also reported that the 4th floor of the new STEM building will include visual and performing arts spaces. The Dean is working closely with the Associate Provost for the Arts and Deans of other arts colleges at MSU to flesh out the plan which will go back through unit Chairs and Dean's Arts Advisory Council for further feedback from faculty.

The college is also co-leading with the Broad College of Business, and the MSU College of Law, the Substantive Ethics Initiative a university thematic priority. A symposium is being held this October that is designed to pull faculty with interest in this area together that will inform MSU's strategic plan in Global Ethics, Theory, and Practice. The Provost and President will be speaking along with three deans of the aforementioned colleges and two keynotes speakers.

<http://michiganstateuniversity.cmail20.com/t/ViewEmail/j/C584959B06E927352540EF23F30FEDED/AEB4920483AD74AF025DA65DC0D0F53A>

Within CAL, the college is undertaking a strategic planning process, and have hired an outside consultant. The college looks to help empower the chairs to have productive conversations with faculty. Expect more news forthcoming once the semester is further along.

Regarding the Market Raise process this year, the Provost is prioritizing issues of equity. Some adjustments will be made this year though the Dean emphasized it will take a multi-year commitment to address equity issues and also reward high performers whose salary adjustments may be less than in the past because of this commitment to equity. The expectation is that next fiscal year beginning July 1, the university's retirement match will returned to its previous level for TS faculty and that market and merit raises will be in place.

The Dean offered thoughts about the role of CAC and it is his hope that this committee can be a space of collaborative decision making. He looks forward to working with all.

6. Discussion and action items.

- a. Danielle DeVoss noted that Elena Ruiz and Emily Katz are serving for Sean Valles and representing Philosophy on CAC for AY 2021-2022.
- b. Everyone introduced themselves per Chris Frilingos's suggestion.
- c. Discussion ensued regarding the best way to communicate among our group including how to share and store files. The group voted unanimously to proceed as we did last year. Email will once again be the primary mode of communication and Teams will be used as a file sharing and file storage site.
- d. Updates from the Associate Deans

Bill Hart-Davidson is traveling and not in attendance.

Sonja Fritzsche expressed great appreciation of the faculty and staff and everyone's willingness to have open and at times, hard conversations. She emphasized the need for all to help each other and that returning to work this Fall is seen very differently depending on everyone's circumstances. She expressed a special thanks to those involved in the staff reorganization.

Associate Dean Fritzsche also wanted to bring everyone's attention to the new processes now in place that can be found in the Appendices in the CAL Bylaws that impact Fixed Term Faculty and Academic Specialists in the Continuing System. She asked all to also note the appendix on Joint Appointments and Assignments and asked all to share with our colleagues.

<https://cal.msu.edu/faculty/college-bylaws/>

She echoed Dean Long's excitement at the Provost's focus on equity issues and the importance of rewarding contributions faculty and academic specialists make that move across the mission of teaching, research and service. In focusing on addressing equity in the raise process this year, CAL is hoping to bring up the lowest paid non-union fixed-term faculty and academic specialists in addition to addressing salary compression with tenure stream faculty as identified by the Provost's Office. The raise pool is not large, but it is a start.

The Associate Dean also provided an overview of the current college demographics. There are currently 392 faculty and academic specialists overall in CAL, including 169 TS faculty, 146 fixed term faculty and 77 total specialists. Regarding RPT outcomes, last year we had 3 assistant professors successfully reappointed, 4 faculty promoted and tenured, and 2 faculty who were promoted to full professor. There was also 1 promotion to senior academic specialist, 4 promotions that included the awarding of continuing system status, 1 reappointment, and 1 promotion to associate professor fixed term. Additionally, 8 fixed term faculty were awarded Designation B.

Various professional development opportunities are running this year. The Faculty Leadership program is designed to support leaders (tenure and non-tenure system faculty) in roles such as Assistant/Associate Chairs/Directors, unit Program Coordinators or Directors, Directors of Graduate or Undergraduate Studies. The 14 Faculty Leadership Fellows include 5 BIPOC faculty and 7 women; 7 men. The CAL Mentoring Fellows program consists of 17 mentors and mentees, 6 tenure stream and 12 NTT/academic specialists. There are 7 BIPOC faculty, 14 women, 3 men in this program. More information on CAL faculty and staff resources and professional development programs can be found at: <https://cal.msu.edu/faculty/faculty-academic-staff-human-resources/>

Associate Dean Cara Cilano provided several updates. Communications have been sent to all Chairs about contract tracing, mask compliance etc. Campus Solutions has a few glitches and the CAL team is trying to help the registrar's office iron out issues. Associate Dean Cilano applauded the efforts of the Advising team in CAL that has been working non-stop.

Within CAL, we have a record enrollment this year. There are 288 1st year students, up 50 from last year. Transfer students are also up. Associate Dean Cilano attributed this largely to two reasons, the strength of CAL's programs and the efforts of the Assistant Director of Recruiting Ladonna Croffe. Within the Undergraduate area, Beth Judge accepted a position in the Provost Office, and there have been changes to organizational structures including new wellness and

student success programs led by Quinn Moreno and Jonathan Ritz. Overall, CAL is taking an asset-based approach to undergraduate studies that aims to help students put their purpose into action.

While much of the increase in majors can be attributed to Graphic Design and Experiential Architecture, across the college from Religious Studies to Russian, we are seeing interest. English majors are also up again.

- e. An update on the work of the NT Career Pathways Task Force was presented by Kate Birdsall. The committee created recommendations for CAL/unit implementation. Recommendations include: Faculty Excellence Advocate for NTT faculty, creation of a market pool designated for NTT only, longer contracts after promotion, options for contract negotiation after promotion, inclusion as voting members in all CAL units, clear college-wide work definitions, peer review for annual reporting/merit raises, and salary increases. In 2021-22 the task force will work on implementation of the aforementioned, as well as working on a robust mentoring program, inclusion of DEI considerations, instructor promotions, and a speaker series focused on NTT concerns.

Professor Birdsall indicated we can share the slide presentation from the NT Career Pathways Task Force with colleagues across CAL. It can be found at:

<https://docs.google.com/presentation/d/1pHvDrAP8s2G3wvYxoPOwJAw49I-VOf2m0-s7pdF3jNU/edit?pli=1#slide=id.p>

- f. Update on the Culture of Care Task Force presented by Melissa Staub. Given the demands in transitioning to functional teams this past Summer, the Task Force took a bit of a break. Going forward, they recognize it will be important to identify some priorities and also align the Culture of Care with the Strategic Plan.
- g. Review of outstanding items/issues from 2020–2021 and discuss 2021–2022 priorities. Danielle DeVoss was consulted as outgoing CAC Chair and offered the following advice. CAC should 1) prioritize the flow of communication, 2) continue conversation with the staff, 3) ensure the recent bylaw changes are implemented, and 4) and continue to consider adjustments to annual reporting and review process given the persistent challenges.

Action items from April 2021 can be found at:

https://michiganstate.sharepoint.com/:w:/r/sites/CALCAC/_layouts/15/doc2.aspx?sourcedoc=%7BA7167F4D-0520-4E44-B020-3FA26A5B4F75%7D&file=CAC%20ACTION%20ITEMS%20from%204-1-21.docx&action=edit&mobileredirect=true&wdPreviousSession=b97e613b-a119-4320-957e-d2eb8aabdbf3&wdOrigin=TEAMS-ELECTRON.teams.undefined

Question was raised about when the elections for the Dean's Arts Advisory Committee will be held? The Dean indicated he would ideally want to stagger committee elections so as to ensure some continuity on the committee. After brief discussion, Dean Long indicated he would talk to the Arts Advisory Committee in place from last year to see who might want to rotate off so that an election might be held.

h. New business.

Discussion about the confusion and anxiety many faculty feel, especially those who have unvaccinated children and who work in close proximity with students. There seems to be a lack of clarity in the Provost's office communications regarding what protocols to follow in various scenarios. Dean Long emphasized that the university's priority is to provide a robust educational experience with the majority of courses to be delivered in-person. The Dean indicated that it may be possible to rotate a class offline for a brief period given certain scenarios, but a course listed as an in-person class should be delivered in such a manner. It was suggested that the college could help provide guidance or possibly draft a college-wide policy that could clarify ambiguities and address scenarios that have not seemingly been addressed by existing documents and policies.

- i. Future meeting dates for 2021-2022: Thursdays from 3:15-5:00 on Oct. 7, Nov. 4, Dec. 2, Jan. 13, Feb. 3, Mar. 3, Apr. 7

Meeting adjourned at 5:06