

CAL CAC **DRAFT** MINUTES (Approved)

April 7, 2022

3:15–5:00pm

Attending: Thomas Berding, Silvina Bongiovanni, Chris Frilingos, Bump Halbritter, Gary Hoppenstand, Yore Kedem, Chris Lon, Ellen Moll, Philip Pellino, Elena Ruiz, Dionne O’Dell, and Penny Shanks. Scott Schopieray joined the meeting at 4:13 pm to present an update on IT Purchasing.

Secretary and minute-taker: Penny Shanks

1. **Call to order.** Meeting called to order by Chair Bump Halbritter at 3:18.
Quorum was met.
2. **Approval of agenda.**
Motion made by Gary Hoppenstand; seconded by Thomas Berding. Motion carried.
3. **Approval of March 3, 2022 CAC minutes.**
Motion made by Gary Hoppenstand, seconded by Yore Kedem to approve the minutes with an amendment to add Silvina Bongiovanni to the list of those attending the March 3, 2022 minutes. Motion carried.

<https://michiganstate.sharepoint.com/:w:/r/sites/CALCAC/Shared%20Documents/CAL%20CAC%20Agendas%202021-2022/02%20Meeting%20Minutes/CAC%20Draft%20Minutes%2003-03-22%20Updated.docx?d=w2cdf7ef1c674a2581c956591d2a6948&csf=1&web=1&e=ya92Nc>

4. **Dean Long’s action items**

Appreciative Inquiry Summits

In Spring of 2022, the College of Arts & Letters (CAL) is developing its Strategic Plan for the next three years. Strategic planning is a high-level process, bringing together stakeholders from all levels and roles of campus life with community members and alumni. It’s a storytelling process – an iterative process – and it’s a chance to have a real impact on the future of the college. To further this work, we’ll be hosting three Summits. Participants in these Summits will have their names publicly listed as Strategic Planning contributors and as authors of the future of CAL.

Friday, 4.8.2022

Monday, 4.11.2022

Wednesday, 4.27.2022

All Sessions 8:30 AM – 12:00 PM via ZOOM

Sponsored by the Appreciative Inquiry Strategic Planning Committee

Cal.msu.edu/strategic-planning

RSVP Link: https://msu.co1.qualtrics.com/jfe/form/SV_2n3QvOvFzsgcOsS

Please encourage others to attend this important process.

Budget meeting with the Provost

While there are no answers yet about what CAL will get with this year’s budget, we have presented the priorities of the college. Discussion about OCCI numbers with the Provost; identifying variety of issues that have impacted OCCI revenue.

Recruitment and Retention of Faculty

The University Distinguished Professorship, Hannah Professorship; MSU Foundation Professorship, are potential tools for retention for faculty.

Proposal to the Provost to establish a **College of Arts & Letters Professorship**.

This professorship would be oriented to charting a path toward further honorifics. Initially this would be funded by the Dean's faculty development fund and would be enhanced and sustained by fundraising initiatives through advancement/development. \$2 million endowment needed for a named endowed professorship which generates \$80,000 annual salary; \$3 million for an endowed Chair.

Here is the link to a similar program at Penn State: <https://la.psu.edu/faculty-staff/awards-and-honors/named-and-distinguished-professorships-1/liberal-arts-research-professorships>

<https://cal.msu.edu/about/values-priorities/2022-progressive-planning-letter/college-performance/>

Question from Bump re: rumored 9200 Fall Freshman enrollment, this impacts both First Year Writing and IAH. If this is true, how do we prepare for this financially?

Answer: Yes, 9200 appears to be the target number. With increased enrollment there will be surge funding provided by the University. The surge funding is not subject to the 1% PERF and is a one year allocation for need.

Scott Schopieray joined the meeting. 4:13 pm

5. Discussion and action items

IT Purchasing Updates (Schopieray)

https://docs.google.com/document/d/1lcDToPffiyh_v2dBwDo1SrTMIr78LSqeLz0ufb3BJ8U/edit?usp=sharing

Scott shared the concerns noted in the attached google doc with MSU IT

Bill H-D brought this up in CORD with the research deans

Chris Long brought this up with Melissa Woo

These policies came out of a prior administration. Policies are being looked at in an effort to balance privacy and security along with need to be able to do work.

A list of preapproved software is being compiled; a review of all software purchases from this past year that went through this process is also being compiled.

IT's main concern is if FERPA data or other university sensitive data could be compromised.

Scott Schopieray left the meeting 4:22 pm

CIPC annual report to CAC (Yore Kedem)

- CIPC met once a month over the 21-22 academic year

- Regular reports are made at meetings by the CAL IDEA Coordinators as well as CIPC members on DEI activities in their departments. A number of departments now have their own DEI committees who are taking on this work, and others are in process of establishing such committees.
- CIPC also discussed the DEI Strategic Plan and how DEI fits into the MSU Strategic Plan.
- Meetings included guest presentations by several CAL faculty, who discussed the work of the FT task force, the proposal for DEI coordinators in the college, and the DEI statement requirement for annual review and promotion. Faculty Excellent Advocate Alison Dobbins also presented on Radical Recruitment in the Arts workshop.
- Another guest was Henry Mochida, Diversity and Inclusion Communication Manager, MSU Institutional Diversity and Inclusion.
- Related to this work is the Inclusive Pedagogy Initiative, where several members of CIPC are also active. This initiative has led to the creation of the Inclusive Pedagogy Fellows program, which is currently accepting applicants for AY22-23. It also supported workshops including among others - Jesse Beal from the Gender and Sexuality Campus Center on "Pronoun Usage in the Classroom" and Patti Stewart from IDI on "Teaching Evaluation through an Inclusive Lens".
- The committee advised Associate Dean Fritzsche on the wording of the CAL DEI Statement Evaluation Rubric for future search committees.
- Other issues discussed in this committee were academic integrity / students from non-traditional background, anti-racist pedagogy, and the production of Hit the Wall in the Theater Department.
- In the committee's last meeting towards the end of April, we will discuss proposals for Engaged Pedagogy and Programing grants, newly available after COVID.
- The committee operates based on a partially written charge (old scanned document). In the Fall CIPC plans to rewrite this charge with clearer definitions of its role and functions.

Planning for Spring All-College Faculty and Staff Meeting, Monday, May 9th (Halbritter)

Consensus to hold this All College Meeting as a Zoom Meeting (not Webinar) 90 minutes 3:00-4:30

Penny noted that there is a Dean's Arts Advisory Committee Mixer at Broad Art Museum May 9th 5-9 pm immediately following the All College Meeting. This an opportunity for those that would like to meet face to face.

DRAFT AGENDA
Reports

Update on the state of the University and CAL—Dean Long
Associate Deans reports could be posted in the meeting or included in the meeting invitation email.

Discussions

1. Appreciative Inquiry summary/overview of the process and aims
Could have some potential to do a short exercise. Recommendation to reach out to steering committee if there's an opportunity for an activity/breakout rooms.
2. Update on Functional Teams how is assessment happening, what are next steps.
3. Discussion of Proposed CAL Bylaws revision of 1.2.1 approved by NTT Task Force. This will be followed up by an electronic vote .

<https://michiganstate.sharepoint.com/:b:/r/sites/CALCAC/Shared%20Documents/CAL%20CAC%20Agendas%202021-2022/Materials%20for%20April%207th%20Meeting/NTT%20Task%20Force%20approval%20of%20suggested%20CAL%20bylaws%20revision%201.2.1.pdf?csf=1&web=1&e=kXlhY5>

Wellness Activity

Jon Ritz and Jon Novello are booked to conclude the meeting, again, w/ a wellness activity. Bump is scheduled to meet with them to plan the activity on Monday, April 11th.

6. Adjourn

Motion to adjourn at 4:57 made by Tom Belding.
Meeting adjourned.

Future meeting dates for 2021-2022:

Spring All-College Faculty and Staff Meeting: Mon, May 9, 2:00-3:30(?)4:00(?)

Minutes submitted by Penny Shanks
4/7/2022