

CAL CAC Approved Meeting Minutes  
December 7, 2023  
3:15-5pm

<https://msu.zoom.us/j/98995928531>

Passcode: CAC

In attendance (12 on Zoom) –**Thomas Berding, Bump Halbritter, Todd Hedrick, William Vincent, Yore Kedem, Jon Keune, Shannon Schweitzer, Chamara Kwakye, Chris Long** (Dean, ex officio), **Ellen Moll, Kristen Mapes** (CAC Chair), **LouAnne Snider, Deanna Thomas** (ex officio)

*Secretary and minute-taker: Todd Hedrick*

1. Call to order
  - a. Mapes calls the meeting to order at 3:17
2. Approval of agenda
  - a. Halbritter moves to approve the agenda, Keune seconds
3. Approval of minutes from CAC meeting minutes from 11/2/2023
  - a. Kedem offers a minor correction
  - b. Keune moves to approve the minutes, Hedrick seconds
4. Updates from Dean Long
  - a. Long announces that the Board of Trustees will be meeting on the following morning to issue an announcement, presumably about the hiring process for university President—Long has no inside information on this matter
  - b. Long announces that he, in conjunction with the CAL chairs, has started a process to clarify the policies and guidelines around requirements for faculty presence on campus
    - i. The official University policy is that faculty are required to reside in the state of Michigan during their term of employment
    - ii. Post-Covid, there are some faculty that are living at a significant distance, performing their duties 100% remotely. This has, in a few instances, created some issues, and hampered some departments' community building efforts
  - c. CAL is considering revising its policy of annually reviewing department chairs
    - i. This is the annual Qualtrics survey of all department faculty and staff
    - ii. Long feels that there is some redundancy and excess administrative burden associated with conducting and reviewing the results of this survey every year, although what the appropriate interval for reviews has yet to be determined—at minimum, a performance review should be conducted midway through a chair's term.
  - d. The university is still planning on implementing an all-funds budgeting model, but that is still a couple of years (2-3) down the road—there are a variety of complexities involved

5. Discussion on Dean Long's updates
  - a. Mapes: regarding the residency policy, how expansive across appointments and hiring types are the changes/clarifications being considered?
    - i. Mapes notes that, while teaching faculty may be one thing, many staff members and academic specialists have been hired as remote workers, especially during the pandemic. Mapes urges that some regard be given to peoples' various domestic situations and caretaking duties, and notes that CAL seeks to facilitate hybrid models of participating in the life of the college and the university
    - ii. Bending inquires as to whether CAL intends to implement some kind of official residency policy
    - iii. Long replies that while the college does intend to help chairs with their community building efforts, it is not looking at imposing mandates and will be looking to find a balance between community and flexible/remote work
  - b. Vincent inquires as to whether Long has any updates regarding CAL's nominations for University Distinguished Professorships
    - i. Long: 5 nominations were made this cycle, none were accepted.
  - c. Keune inquires as to whether the requirement to switch to all-funds budgeting across the university is going to include the athletics department
  - d. Hedrick raises a concern regarding the proposed movement to more infrequent reviews of department chairs, noting that getting feedback and updates on new chairs at the beginning of a term
6. Mapes directs the committee to consider its agenda for SS24, noting that CAC should receive updates from CUC about bylaw revisions, and from CCC about its ongoing business—should this occur during the SS24 All College meeting, or should time be made in SS24 CAC meetings?
  - a. Vincent suggests that CAC should look at CAL's treatment of emeriti faculty: we ought to survey departments to find out what their relationship with emeriti is, contact existing emeriti to find out what they want, figure out how complete or incomplete CAL's contact information on emeriti is, and keep track of who is planning on retiring in the near future
    - i. Long notes that CAL's lists and records are somewhat incomplete; KedeM suggests talking to development staff and to Dean Fritsche
  - b. KedeM says that CUC and CCC might benefit from more direction and oversight from CCC; these committees should be warned well in advance that they should prepare to report out to CAC, and perhaps have a SS24 schedule that spreads these reporting visits out. While Mapes and Bending warn that CAC does not want to become overburdened with these reports, KedeM notes that college committees are supposed to be reporting out, and that this is CAC's responsibility
    - i. Moll suggests that college committees, when reporting out, might provide CAC with a bulleted list of 2-3 topics that they would like to see on CAC's agenda
  - c. KedeM suggests that CAC work on generating a summary (for faculty) of what the various CAL and university committees are, and what they do—this might

help faculty be more aware of how the university is run, and be more intentional about their service contributions

- i. Bending and Moll both note that some departments have updated and public lists of who is serving on what committees, for what term, etc., and that this helps serve to keep service workloads equitable

7. Adjourn

- a. Kedem motioned to adjourn, Keune seconded
- b. Meeting adjourned at 4:56