

CAL CAC Approved Meeting Minutes  
January 18, 2024  
3:15-5pm

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

Passcode: CAC

*Secretary and minute-taker: Chamara Kwakye*

In attendance: Chamara Kwayke, Tom Berding , Bill Vincent, Yore Kedem, Danny Mendez, Jon Keune, Shannon Schweitzer, Bump Halbritter, LouAnne Snider, Kristen Mapes, Matt Ferkany, Dean Chris Long (ex officio), Deanna Thomas (ex officio), Jessica Lutz (guest)

1. Call to order.  
Bump moved  
Jon 2nd
2. Approval of agenda.  
Bill moved  
Yore 2<sup>nd</sup>
3. Approval of [All College Meeting Draft Minutes](#) from December 4, 2023  
Bill moved  
Jon 2<sup>nd</sup>
4. Approval of [CAC Meeting Draft Minutes](#) from December 7, 2023  
Intros (Matt Ferkany)
5. Dean's action items.  
Welcome Back/Happy New Year!

**Transitions in the Dean's office**

- Deans in place for Spring Semester
- Delia Fernandez-Jones-Dean of Faculty, Equity  
Asked the chairs to reach out to Delia for faculty affairs issues and copying Sonja as the continue to transition.
- Ellen Moll Assistant Dean for Undergraduate Studies was interim and now officially Assistant Dean.

Also

- Mike Ristich announcement coming soon as Director of Citizen Scholars
- Grace Pragan Director of Writing Center

New President Visit

- Incoming President Guskiewicz will visit all of the colleges
- Trying to find a date for that and a process (structure-Dean, Leadership team set)
- Wants to include a tour of our Art spaces
- Interested in CAC ideas (add to Feb. agenda ask to Kristin)

- CAL will have 2 hours with him

Anniv. Of Feb. 13<sup>th</sup>

- Meeting in the President's council to discuss Feb. 13<sup>th</sup>  
Resources for Feb. 13<sup>th</sup> (Please share with your units)
- <https://spartanstogether.msu.edu>  
No classes, no assignments, no big things due that day
- There will be a student led day of service

Evening remembrance gathering (N. of stadium by the Sparty statue) 8:10-8:45

- Tables
- Memorial feedback
- Other moments marked to remember each student lost
- 

University discouraged College level events

Support Services to be central and also contracted outside support given the toll on Support Services

In dialogue

With Melissa, Sonja, and Delia

While it's not a day off actively trying to encourage everyone to be present and take care of themselves as needed

6. RCPD Representative to CAL (Jessica Lutz) Get her email address and include it here

- Misinformation about what RCPD does
- Each college will now have a liaison now
- Individual student issues will go to the specialist
- Jessica can do workshops, answer individual questions, table at events
- Resources
- D2L training (Self Enroll) <https://apps.d2l.msu.edu/selfenroll/course/1975097>
- RCPD Website
- Learning Community (Disability Dynamics Learning Community—Higher Ed focus For Disability Dynamics Learning Community: Email [lutzjes1@msu.edu](mailto:lutzjes1@msu.edu))
- Ethics of Accommodation Series (1<sup>st</sup> panel will include instructors and students)  
Jan 24 11:30am-12:30pm register here for events  
<https://forms.office.com/Pages/DesignPageV2.aspx?subpage=design&token=5fe6b1c494f44a449cfb74cc8d32f498&id=MHEXli9k2UGSEXQjetVofbGMqBDz7yJPvkScw3BtpkRUNlIXMzIDUzVJUINWUkNZSUpGRIM1QjdRUiQIQCN0PWcu>

How does RCPD help support students with language differences (Yore)

Is there an ongoing relationship with RCPD once a student receives an accommodation letter? (Danny Mendez)

7. Re-opening the Dec 2023 ballot to change CAL By-laws (look up the email from Dec. with Kristen)

Missed quorum and would like to reopen the ballot  
Open it to folks that specifically could not vote  
Kristen can work with Deanna to send out the announcement and reopened ballot  
CAC members to encourage their constituencies to remind and encourage them to vote.  
Vote will allow the following committees to do their work without impediment  
NTT-PRC  
RPT Committee

8. Naming a replacement Faculty Senator for Kate Birdsall for Spring 2024 (semester is the rest of her term) to represent CAL  
Kate has taken a new position in the Provost's Office  
Kate Sent a list and named (Victor Rodriguez-Pereira)

Yore supports Kates name and moved to approve  
Bump second

9. [CAL Research Support Document](#)

Sent from Danielle DeVoss "At the December 4, 2023 college meeting, a faculty member inquired about summer research support. The question was not addressed at the meeting, and the working group addressing OCCI-related summer instructional pay and other budget issues felt it important to respond. We thus ask CAC to review the attached document and, if you deem it appropriate, to share the attached document to all CAL faculty and staff. The document includes CAL support and some MSU support and resources (but does not include national or federal funding venues). We hope that these resources are helpful to faculty regarding summer research support. Note that most of the opportunities here are available to tenure-system faculty, fixed-term faculty, and academic specialists"

Follows up from a discussion in all college meeting in Dec.  
Question of support funding  
CAL specific  
MSU specific  
OCCI working group and would like feedback

Sent to CAL-Faculty list from CAC-on behalf of the working groups  
Yore Should this be coming from Bill HD  
Bump Halbritter (can we vet this information or can this be sent out through Bill's office)  
Chris Invite Bill to speak and think with us about this  
Kristen—Bill is on our Feb. agenda for leadership in the College Graduate council and could have him think through  
Kristen—will reach out to Bill and ask him to join us in Feb to think through this with us

10. New business.

Retired and emerita faculty & staff (Dec.)  
Yore reached out in his Department and noted that the norm in (Linguistics, Languages, and Cultures (LiLaC)  
Kristen—Delia perhaps may be able to think about how to include retired/emmerita faculty and staff on

Chris—will speak with Delia and Sonja about creating a possible process and  
Bill—good to have all CAL departments report about their process  
Kristen-Ask CAC members to ask their departments on anything specific they're doing to  
keep in touch with retired faculty

Committee all around the college on our agenda this semester and report out to us on the  
work they're doing

By our bylaws are required to hear from all the committees each year  
Hopes that this will not be a compressed thing in the future

CAL-Reps on various university level committees and how they'd like to share out their work

Chris—related to committees reporting about their work Scott Schopieray has been working  
on Academic Profile should give a presentation about Academic Profile, how to make the  
scholarship in CAL visible.

11. Adjourn.  
Bill moved  
Jon 2nd