

CAL CAC Approved Meeting Minutes
April 11, 2024
3:15-5pm

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

Passcode: CAC

Secretary and minute-taker: Shannon Schweitzer

In attendance: Kristen Mapes, William Vincent, Tom Berding, Shannon Schweitzer, Jon Keune, Bump Halbritter, Yore Kedem, , Chamara Kwayke, Danny Mendez, LouAnn Snider, Matt Ferkany, Dean Chris Long (ex officio), Deanna Thomas (ex officio), Garth Sabo (guest), Jacquelynn Sullivan Gould (guest), Bill Hart-Davidson

Call to order. 3:18

1. Approval of agenda.
Motion- Bill
2nd – Tom
2. Approval of CAC Draft Minutes – [January 18, 2024](#)
Motion – Bill
2nd -Garth
3. Approval of CAC Draft Minutes – [March 14, 2024](#)
Motion -William V.
2nd -Jon
4. Approval of All College Meeting Draft Minutes – [April 1, 2024](#)
Dean- Outburst acknowledgement top of meeting, not sure how others feel about that situation. Should add this to the minutes. Invitation to take a deep breath was interrupted. “hot mic” moment.
Motion - Jon
2nd – Tom
5. Dean’s action items.
Dean Long-Take a deep breath moment
-Discussed the hot mic situation and the college meeting and apology from the faculty member was given later that evening.
-The practice of breathing is an “invitation” a worry there is a mis interpretation that “taking a deep breath” is all that needs to happen in a culture of care. Not meant to be interpreted that way
-Tom---academics aren’t immune to “March Madness”. More about the impact of a large incoming class. Lot of stress across the campus at this time
-Dean-9500 new students, very good thing, but how to handle these numbers are part of the work. New hires in lah as needed, ongoing conversation with the Provost office on how to hire but we don’t have the budgets yet.
-Bump- each year as hires come in numbers have become flexible until they enroll late as that makes hiring more difficult. We end up poaching our own people to fill these classes and that makes holes other places. It's been longterm triage that is now catching up to us as it has become procedure. It is not sustainable.
Dean- this is an issue across the campus.
-Shannon’s audio cut out here for a few minutes-

Dean- we are tuition driven here so we need solid numbers.

Service Question- in the fall a review of the college service by-laws. Are they all necessary, can we reduce the service load? Acknowledgement that governance is a lot of work. Are there elements that can be shifted or paired back due to a lot of burn out o=in this category?

Yore- new hires should have room for service component from the beginning instead of 100% teaching. Service should not be free. How to do this more equitable? Balance needs to be addressed.

-Kristen- could CAC work with CIPC on this?

- Garth Sabo(co-chair CIPC)- yes this would be a great point of collaboration.

- Jon- taking an assessment of ways/we find information. Organizing public talks for example is much more difficult without support staff as it use to be. Doesn't count as research, teaching, or service. Can we use IT to create forms or other useful tools

-Tom- days where there are no one in the office, requests may not be read until later. We have created an inefficient system and doesn't feel like it is being herad.

- Dean- open to conversation about faculty presence on campus and what we can accommodate or not. This conversation is open and can be revised

Kristen- the policy reads a bit jarring, needs to have a bit more transition between the policies.

6. College AI Working Groups – Bill Hart-Davidson

For the minutes: BHD update on AI Working group suggested at CAL All faculty meeting and recorded by Chamara (thank you!!). Faculty group coordinators who have volunteered to lead (so far): Shreena Ghandi, Charlene Polio, Fred Poole. CAL facilitators/convenors: Scott Schopieray (Teaching & Learning) & Bill H-D (Research). We will be calling a meeting in the "sweet spot" after semester ends and before Summer begins in earnest, open to all interested. Will 1) set an agenda, 2) learn about initiatives in the departments ongoing now. Would welcome requests from CAC toward a charge.

Anything that CAC would like to suggest would be welcome.

-Kristen- Is there anything needed or CAC should do so that the members of the group are recognized for there work in reviews for this volunteer labor

- Bill Hart- that is probably very dependent on work but will acknowledge members work, via letter or email. Can this group now or in the future are there important questions about AI.

7. College Inclusive Practices Committee (CIPC) - Garth Sabo and Jacquelynn Sullivan Gould ([guidance document](#))

-bring to life a document to guide ways of measuring DEI for RPT. Guide is in link above. Comes out of calls to document DEI efforts.

Bump- if Dei is distrubited can we see how this can be threaded across all of our duties

Garth- some RPT concerns may be out of the hands of a document like this. The folks that have the authority may not be the same putting this document together.

Dean Long- appreciates the proactive way going about this. We are recognized as being strong in this area by the University.

8. New business.

-Bill V.- approach topic of retirees. Start thinking about retirees as members of our communities. They do feel forgotten. Invited to things in their past departments.

Kristen- maintaining relationship with retiriees and what is actually being requested

9. Adjourn.