Advisory Council Minutes
College of Arts & Letters
April 6, 2017

Present: Jon Frey (AAHD), Suzanne Wagner (L&L), Karen Kangas-Preston (Thr), Jon Keune (Rel), Julie Lindquist (WRAC), Olivia Gorczyca (undergrad), Saulo Gouveia (RCS), Salah Hassan (Eng)

Initial Business

- Frey convened the meeting at 3:20 p.m.
- The agenda was approved unanimously.
- The March 2017 minutes were approved unanimously, with the minor correction of 3.a.1.1 "Senior hire in African American" and 5.a "Departments will be polled."

Dean Long was out of town and unavailable to speak at the meeting.

Council Business

1. CAC Letter to Dean Regarding L&L Academic Program Review Self-Study

    Points of discussion
    - Greater clarity of statistics and reporting methods
    - Data in tabular form would have been easier to read rather than narrative
    - German has largest number of minors in L&L (remarkable, as it bucks national trends for German majors/minors)
    - The L&L self-study under discussion was initiated before new School of Languages was announced, so some issues within the document and some CAC comments on it may no longer apply
    - When fixed term faculty are "encouraged" to engage in research that supports teaching, is part of their contracts or beyond?
    - The self-study's discussion of digital aspects was inconsistent between graduate students (emphasized) and faculty (relatively quiet)
    - What does the self-study mean when it says that programs "use online digital resources"? Are these freely available, subscribed to by the university, or…?
    - Where does the department stand in relation to faculty being encouraged or incentivized to work more digitally?

    CAC approved Jon Frey to draft a letter summarizing these points, to submit to the dean.

2. Reports on departmental bylaws revision

    Progress has varied among departments. Updates were given by representatives from English, L&L, Theater, Religious Studies, and WRAC.

Questions remain as to 1) how L&L's bylaws revisions will be integrated when it joins the new School of Languages and 2) whether the college bylaws will also be revised.

3. Discussion of Dean Long's Associate Dean Restructuring Statement

    CAC members were unsure what to think about this restructuring without more context or information about its significance. Some questions arose:

    - What does the disappearance of "Study Abroad" from the title of Assistant Dean for Undergraduate Affairs indicate? Will this restructuring affect graduate study abroad?
    - What prompted the decision to dissolve the position for diversity and inclusion, and spread its responsibilities spread throughout the administration?

    CAC's review of applicants for the Associate Dean position last year were made on basis of criteria for that position, which now have changed.

    - CAC may have proceeded differently, if current responsibilities had been part of criteria
    - What is the meaning of the decision making process, if a position like this is reconfigured along the way, without CAC feedback?

    CAC recommends adding discussion of restructuring to the May full faculty meeting agenda.

4. Agenda for May 8, 2017 full faculty meeting

    A full faculty vote on small bylaws change about CAL RPT committee and balloting must be on the agenda.

    Suggestion: the agenda could include time for faculty to ask for information they would like from CAL, such as updates on initiatives that were mentioned earlier but not recently.

    Suggestion: A panel of department chairs could give lightning talks (ca. 3 minutes each, with brief Q&A) that center on the common question - "What initiative or update in your department would you like to highlight, and where did it come from?"

    - This would give all faculty opportunities to see current chairs and hear about things occurring across the college at the department level.

5. Discussion of screening process for all-University Awards

    Frey reported that CAL Educational Technology was updating its website. Further details are forthcoming.

6. Discussion of next chair of CAC for 2017-2018 academic year

The meeting was adjourned at 5:08 p.m.

Minutes submitted by Jon Keune