

CAL College Advisory Committee

Minutes of the meeting of Dec. 1, 2011

PRESENT: Sherrie Barr, Chris Corneal, Ellen Cushman (chair), Fred Gifford, Salah Hassan, Catherine Ryu, Benjamin Pollock, Anne Violin-Wigent, Katie Gunther, Jeanette Bay

1. Agenda was approved.
2. Sue Carter, one of the At-Large representatives to the Steering Committee of Academic Governance, came to talk to us, inviting us to be in contact and letting us know of their presence as a way to communicate about various issues concerning campus life.
3. Draft minutes from the meeting of 10/16 were approved.
4. The taking of minutes: It was decided that the role of minute-taker would be rotated (presumably alphabetically). Fred Gifford was caused to assume the role of minute-taker for this meeting.
5. Replacement of faculty on Academic Council and Faculty Senate for remainder of academic year.
 - a. Salah Hassan agreed to ask in ENG as there was an assumption one would come from there. Anne Violin-Wigent would similarly pursue the question with respect to RCS.
6. Review of the language of the revised "MSU Guidelines for Authorship."
 - a. This document apparently has not been officially modified since 1998. The document we looked at was somewhat modified from this, and we were being asked to provide input. The committee was mindful of the fact that this was in effect a legal document, and that we weren't confident about specific suggestions (and it was difficult to find another term for 'author'). Ellen will write Adolfo Ausin with what concerns we were able to identify, and supporting the idea that the committee that does more formally draft this should have a representative from Arts and Letters.
7. Discussion of revisions to college bylaws from the recent College Faculty meeting
 - a. The main topics were (a) concerning the length of the personal statement ("3 to 5 pages" instead of "2 pages" (so as to avoid disadvantaging CAL candidates and yet not encourage them to be too long) and (b) how to phrase the external letters required. A subcommittee of Salah Hassan and Benjamin Pollack was formed to review the details of the language and come up with language for the parts that we couldn't resolve in committee. They are to meet and send something back to us by Dec 15.

8. Communication strategies in the College. The Dean remarked that people so often don't know about certain things that are going on in the College. Thus her request for ideas about what strategies could be utilized so as to remedy this problem (either in the meeting or later by email). One suggestion made was that there could be some newsletter analogous to "Gray's Matters" from the Office for Research and Graduate Studies.
9. The next meeting will be at some time other than what is scheduled (namely, the week before classes start). We will try for Thursday, Jan. 12.

Minutes taken by Fred Gifford

Reviewed by Ellen Cushman

Approved by CAC on 1/14/2012