

**Advisory Council Minutes  
College of Arts & Letters  
January 11 2018  
9 Linton Hall**

**Present:** Danielle DeVoss (WRAC); Jon Frey (AAHD); David Godden (PHL); (RCS); Karen Kangas-Preston (THR); Suzanne Wagner (L&L); Lauren Brentnell (Grad, WRAC); Scott Boehm (RCS); Salah Hassan (ENG), Jon Keune (REL)

For CAL: Chris Long (DEAN);

**Call to order 3:19pm, Suzanne Wagner, Chair**

**Welcome new members:** Lauren Brentnell (grad), Scott Boehm (RCS)

**Guest:** Ned Watts

Need a new undergrad representative

**Agenda:** Motion to approve DeVoss; second Hassan; approved.

**Minutes:** Motion to approve as submitted with the correction of BOUCK name spelling: DeVoss; second Frey; approved;

**Dean comments:** hoping to schedule more time with us in meetings this semester;

- Dean's retreat was on Tuesday; CAL is in the middle of several priorities:
  - Citizen Scholars in second year;
  - Excel Network growing quickly;
  - C4I: M. O'Rourke meeting with departments; forming center;
  - Critical Diversity into second year of hiring; finishing sr. faculty hires, starting jr faculty hires;
  - L- School moving forward; upper admin is being formed, moving to Univ Council Steering Comm; bylaws for school are developed; National search for a director is in progress, with on-site interviews planned for February;
  - AAHD re-structure process ongoing;

faculty are being asked to lead in different ways that can be challenging; what is most effective way to empower faculty to take charge in new ways

- Deeper vision—strategy by which we empower faculty, student, staff to cultivate paths to intellectual leadership;
  - creating environment for which faculty, students of all levels can articulate what it means to be successful and how we can help them;
  - CAL should be a destination for innovative people who can only do their work here because we can support it;
  - to articulate what success will mean and how leadership can make it happen;
- Need to have more conversations with chairs about how annual reviews are happening;
  - to create structure for faculty to articulate plans;

- faculty need resources at the right time; chairs have been told they have a certain amount of funding over a period of time so can distribute to the correct faculty at the right time for individual projects (both completion funding and startup funding);
- more structured faculty mentoring fellows program goes along with this plan: mentoring training for future mentors; building stronger mentorship structures, including ways of noting success as a mentor to be rewarded; feedback will be needed for the structure of this program;
- Summer fellowships are continuing; money dispersed to chairs to distribute;

### **Discussion on Dean's Remarks:**

Q: where in process are critical diversity hires?: search in WRAC in culturally engaged work in digital humanities or digital rhetoric; search in School of Languages for junior faculty in migration specialties; in ENG senior Digital humanities search; also search in African American literatures in ENG;

CELTA candidates on campus in next couple weeks; looking at candidates for CELTA within a school that cuts across languages and is more holistic;

Q: what happens between today and vote in L&L and RSC next week? Exec Planning committee are looking for more people to join the committee (3 in RSC, 2 in LL); to join before the town hall meeting(s) and the vote on how to proceed on voting process for the School; bylaws have been reviewed; structure is moving forward; EPC will show more clearly the vision and structure in the town hall meeting; ultimate vision is investment in the languages;

### **Feedback on University Governance:** Ned Watts, At-Large Member, University Steering Committee

The Steering Committee is trying to figure out the role of University Governance at MSU and creating a culture of faculty governance at MSU; refining review process from beginning of appointment at MSU; issues of transparency, how can University Governance intervene, review bylaws, letting everyone know what Faculty Governance DOES;

<https://acadgov.msu.edu/>

- content has been added to the website including tracking system so anyone can know where in the system Governance Items are and which committees are reviewing; includes links to results/reports; see <https://acadgov.msu.edu/tracking-system> for current updates;
- University Governance creates a collective faculty voice for Big10 issues;
- initiatives like Mid-semester reviews/redoing SIRS format; Go-15 initiative; faculty diversity; etc; making it easier to find results of data analysis from University Governance all in one place;
- how can University Governance distribute information better? How to make general faculty care and look for content?

- Suggestions for distribution:
  - Push notifications—let us know when things are updated (may be difficult b/c of service type and not enough resources to have continual updates);
  - More specific reporting structure for Faculty Senators to get info back to college/departments to help create a culture of caring about the work going on beyond their own doors—can report to CAC so we can report to our departments
    - CAC discussed adding to the requirement of CAL reps to have them report to CAC—wording would need to be created; does it require a bylaws change? Could report to chairs/directors not CAC; could be written report not in person;

Questions for Ned:

Q: what is role of Univ Committee on faculty tenure? Rule on cases of people asking for extensions (mostly); constitutes hearing board for tenure dismissal cases;

Q: work flow: who does University Governance steering committee report? to Gary Hoppenstand as faculty rep; formed to allow faculty voice on administrative decisions; meet w/ board of trustees at Friday public meetings; meet w/ president and provost monthly;

Any other feedback from CAC or Departments/Units can go to Ned directly;

#### **Extended Discussion based on University Governance conversation:**

- Role of CAL Reps to Univ Committees to keep CAL integrated into other colleges/units to keep diversifying what we do and linking importance to full university
- Should CAC have a tracking system/bulletin like what University Governance has started? Ways that faculty can also bring up issues to CAC that we can act on?; monthly bulletin from each CAL committee to send to faculty to report on what all are doing; would eliminate need for committee reports at full faculty meeting;
  - The goal is to have minutes approved electronically sooner than the next month meeting which could then be distilled into bullet points for bulletin w/ links to full minutes on website for more info; Suzanne will talk w/ Melissa and Deanna to see what mechanics of this reporting could be; Danielle will put together a reporting strategy to share with CGC, CCC;

Q: What role does the University Committee on Faculty Tenure play? There is a 10 person University committee that reviews all tenure cases that CAL faculty do not vote on (for “additional consultation”)—President/provost appointed; composed in 2015 (memo on Provost website from January 2015); composed of distinguished professors; tenure files go from Dean’s office to this committee; files are reviewed by three from this committee; feedback goes to Provost;

- Q: What criteria are they following to approve Dept/College recommendations? Or is it to verify process has been followed?
- David will ask Ned for clarification on the tenure review process—what order do the files go to which committees? And where does Univ Senate fall in that process?

#### **Report on CAC web survey of faculty reflections on research, teaching and care**

Responses recorded; mentorship and summer faculty fellowships were mentioned repeatedly

- Was sent out via Qualtrics late in fall semester; had about 35-40 responses;
- will have complete report next month;
- issues: pay equity for FT and AS faculty; as well as equity for male/female and diverse faculty; how merit raises will be determined in the new School because of program differences; mentoring concerns; CAL summer faculty fellowship and benefits to research; travel money for conferences with conferences being a way that career develops; networking w/in college;
- Suzanne will share access to results with CAC;

Resend survey; have Melissa recheck the email list for CAL faculty first as some are not receiving the CAL business emails

### **Other business**

Next meeting: continue conversation about action plan from survey; what practice to put in place to continue to get information from faculty to CAC;

February 1—will have Kristin Janka from Honors College about getting CAL UG students nominated for awards; possibly Sonia F report on joint appointments incorporating changes from Draft;

Bylaws changes: based on School and Joint appointment—create a subcommittee to revise for spring faculty meeting; Jon, Danielle and KKP will work on review of bylaws; bylaws updates needed with formation of the School of Languages will have to wait for next year as it moves through other academic governance committees;

**Remaining meeting dates:** February 1, March 1, April 5.

Motion to Adjourn DeVoss, second Keune; adjourned 5:08pm;