

CAC Minutes: 10-4-12

Present : Gabriela Alfaraz (RCS), Mark Colson (THR), Chris Corneal (AAHD, CAC Chair), Ellen Cushman (CAC Chair, WRAC), Todd Hedrick (PHL), Mohammad Khalil (REL), Catherine Ryu (L & L), Christine Scales (undergraduate student representative), Dominik Wolff (graduate student representative), Karin Wurst, (Dean)

Meeting began: 3:15 pm

AGENDA

1. Approval of agenda for 10/4/12

Agenda approved as distributed.

2. Approval of draft minutes from 9/6/12 meeting (see attached).

Minutes approved as distributed

3. Dean's remarks.

Brief discussion of standard operating procedures for emergency situations. Dean Wurst will initiate further discussion with Chairs and professors.

4. Approve nominations for the RPT Committee

Candidate nominations discussed in terms of form of what the nomination forms should include. The CAC needs more fulsome information on the nomination form that includes the candidate's relevant service on college level committees and a small selection of publications and creative work not to exceed two pages. Nomination forms returned to Chairs with revisions sought.

5. Associate Dean Appointments (see attached).

Information item. No action taken.

6. ULL Goals Focus Group –

Assessment Expert, Professor Nancy DeJoy (WRAC) working with Dr. Estry's Office ran a focus group review of ULL Goals rubrics. CAC members suggested many ways in which their teaching meets these goals. Committee also suggest ways for the ULL committee to develop a web presence to support their continued use.

7. Planning for November CAL Faculty Meeting

- a. Introduction of new Faculty
- b. Introduction of Dean's Office Professional Staff

(and their duties and responsibilities)

c. Table discussions of 2 areas and a third possibly:

1. Excellence in teaching: how to identify it? How to assess it? A possible topic for this table might be to consider ULL goals and rubrics.

2. Creating communities of alumni: How to track students after graduation and how to keep them engaged with CAL? How to keep them engaged with CAL's departments both for prof. development of current students and for their own ongoing professional development? How to keep better statistics to increase our donor bases? Where are our students placing? How can we entice our students to come back?

Possible third topic: Post tenure reviews for discussion topics? Check to make sure these discussions are well enough under way to pursue as a possible table discussion topic.

Instructions: Have professors jigsaw to insure many departments are represented at individual tables. Ask each table develop or outline specific steps or offer models for what to do.

8. Select Faculty Senate reps to invite to sit on CAC.

Dean Wurst will recommend to English to send Marsha Aldrich as a replacement for Professor Logan and to serve as representative to CAC.

9. New Business

No new business.

Meeting adjourned at 5:01 PM.

Attachments:

1. Draft Minutes of CAC meeting on 9/6/12
2. Associate Dean Appointment Documents