

CAC meeting December 6, 2018

321 Linton Hall, 3:15-5pm

Present: Susan Bandes (AAHD); Danielle DeVoss (WRAC); Karen Kangas-Preston (THR); Jon Keune (REL), John Rauk (RCS); Suzanne Wagner (L&L); Jeff Wray (ENG); Jared Talley (PHL GRAD), Sherry Stevens (THR, Staff Rep), Sarah Panuska (Grad Rep), Alia Jones (ugrad rep)

Absent: Chantel Booker (ATD, Ugrad); Kyle Whyte (PHL);

For CAL: Dean Christopher Long, Sonja Fritzsche

1. Call to order: Danielle DeVoss, 3:16pm.

2. Approval of agenda. Motion S. Wagner, 2nd S. Bandes to approve the agenda as presented; approved.

3. Approval of Nov.1 , 2018 minutes. Motion S. Bandes, 2nd J. Keune to approve the minutes as submitted. Approved.

4. Dean's Remarks.

- Fall planning with the provost has been completed; Dean Long was partnered with Dean Phillip Duxbury from Natural Sciences for fall planning discussion with the Provost.
- CAL planning update:
 - In wake of survivors statements, it was apparent that values we talk about and how they come through in practice had a disconnect; a values based retreat was held with other Deans and the values were mapped onto initiatives;
 - Equity, openness, and accountability are the three major values that came from these conversations;
 - Similar conversation with chairs & directors led to discussion of values within the units
 - Equity, openness, and community were the words that came from chairs conversations
 - Values informed the fall planning letter to provost; this letter is online at CAL website (<http://www.cal.msu.edu/about/values>) full letter to Provost is in the PDF link
 - Challenges: trust, budget, and appointment types; challenges are detailed in the PDF link
 - Department of African American and African Studies is one way we are putting equity into action:
 - University Council for Undergraduate Affairs passed the department proposal today; Steering Committee and Faculty Affairs Committee have already approved;
 - Challenge of faculty appointment types—we are one faculty with various appointment types
 - Cannot make salary equity happen magically, but will work toward it; need better processes for how to respond to those who bring the inequity to our

attention—but it's not just about one individual so need to find a way to address structurally/wholly

5. Discussion and Action

Discuss restructuring undergraduate education

- UG education
 - Overall Undergraduate mission is shifting; Admissions is undergoing a transition
 - Block tuition updates, Sonja Fritzsche has been on academic committee advising on block tuition; full report from all committees consulted is coming out tomorrow at an open meeting;
 - everyone will get charged for 15 credits (taking anywhere between 12 and 18 credits are charged for 15);
 - concerns: capacity in courses; the transition will be hard; there are concerns for study abroad and summer courses (for those who would take 30 credits over the year, but hold a few for summer—now would be essentially double charged for credits if taking 12 in a semester and then 3 in summer); uncertain of the impacts on students who work, first generation students, etc.
 - FAQ on block tuition is available on Teams;
 - concern with student advising: advisors need to be proactive in talking to students and for us to hear from advisors what students are saying
 - New Student Information System will be implemented over the next several years
 - Applications are up (around 5800 apps for next year), partly because MSU now accepts the common application; deposits are slightly down from last year at this time; target is 8350 new students for FS 2019 start
 - We need a strong voice on UG education—will return to an Associate Dean for UG education model (job descriptions shared for feedback)
 - Associate Dean will include IAH director position with an assistant director of IAH as an additional position;
 - Associate Dean Fritzsche's responsibilities will include personnel, admin, and diversity/inclusion; undergraduate responsibilities will shift to new Associate Dean;

Discuss first CAL faculty transformative justice and culture of care discussion (held November 30). Prep for January 11 discussion.

- Meeting content was great, needed more time for conversation
- Would like to change the January 11 meeting plan to share the content in advance (from Xhercis Mendez and Melanie Trowbridge) and focus on diversity demographics from Trowbridge and conversation with Mendez;
- Do we want to prep questions in advance for discussion?
 - DeVoss, Kangas-Preston and Mendez will talk to draft some questions and share on Teams
 - Don't want to limit conversation but help to drive it
- Can we get more time on January 11 for more conversation or to include small group discussion after the meeting?

Discuss edits to Designation B process/language. (Fritzsche)—document available on Teams

- Associate Dean Fritzsche looked over materials being submitted and suggests two clarifying changes:
 - it has been optional to have a review committee for Des B at department (was either/or dept chair or committee)—would like to make dept. level committee required;
 - Some depts. Use RPT committee, some have not dealt with yet, some are figuring out what to do
 - Materials to be considered: says classroom observation now, suggest adding in written report by observer;
- CAC reps should ask departments how they feel about these changes; send feedback to Associate Dean Fritzsche and will discuss at January CAC meeting

Discuss further L&L questions related to departmental and/or college procedures for assigning rank for open-rank faculty hires.

- Colleagues in L&L have asked questions on RPT process for candidates who come in with tenure or are close to being tenured at a different institution who come here; especially with administrative hires;
 - College's hiring handbook is being updated to require more letters of recommendation, from writers at same or higher rank as candidate;
 - search committee must advise candidate that recommendation letters should speak to scholarship as well as leadership;
 - these hires are also looked at by CAL RPT committee as part of hiring process;
- What happens when you hire someone for their great leadership skills but research/creative activity are not to MSU expectations OR new hires have research agendas that overlap with current faculty that may impact when/if the administrator moves from admin to a faculty position; or when administrators return to units—does it eliminate future hire possibilities?
 - Hires are given based on unit needs/initiatives;
- Who can become a department and who cannot? What is the process? Second Language Studies would like to become a department and has concerns with AAAS becoming a department and they have been told no.
 - Dean Long will plan to have conversations with L&L faculty to answer these questions with them

Revision to CAL bylaws re: RPT committee formation and ballots

- Question on makeup of CAL RPT committee and ballot were raised during the recent election process:
 - Committee must have majority of full professors; CAL bylaws state that BALLOT must also have three full professors
- Do we want to change bylaws wording? Or do we need to insist that Chairs nominate full professors?
 - Do we have enough full professors in the College to cover?
 - Need to have enough full professors nominees on the ballot to ensure that the committee makeup remains a majority full professors;
- Continue the discussion of why a majority of full professors—look at university requirements;
- Convene the BYLAWS subcommittee from last year to discuss—DeVoss, Kangas-Preston, Wagner, Frey

6. New/other business.

Never really responded to the Survey data from last fall; need to return to this—to give a summary in May about how what we are doing relates to their concerns; get the subcommittee working on this; reference how the work we are doing is related to the survey from last fall;

Next meeting: January 10; 3:15pm

Motion S. Bandes, second J. Wray to adjourn. Meeting Adjourned 4:56pm

Submitted: Karen Kangas-Preston, CAC Secretary