

**College Advisory Council**  
**Minutes**  
**Thursday, September 6, 2012**  
**321 Linton Hall, 3:15-5:00 p.m.**

**Present :** Gabriela Alfaraz (RCS), Mark Colson (THR), Chris Corneal (AAHD), Ellen Cushman (CAC Chair, WRAC), Todd Hedrick (PHL), Mohammad Khalil (REL), Sandra Logan (ENG), Kathryn Palczewski (undergraduate student representative), Catherine Ryu (L & L), Christine Scales (undergraduate student representative)

**Meeting began at 3:15**

**Approval of agenda for 9/6/12**

The agenda was approved as distributed.

**Select new chair of CAC**

Sandra Logan was selected chair for the academic year 2012-2013

**Assign New Secretary or Minute Taker**

An alphabetical rotation for minute taking was established. Professor Gabriela Alfaraz accepted this duty.

**Approval of Minutes from April 5, 2012**

Minutes were approved with minor changes.

**Dean's updates**

**a. Wells Hall move**

Departments have moved into the new building. Grand Opening Ceremony will be Friday, September 7.

**b. 50<sup>th</sup> anniversary**

There is a schedule of projects and events for the AY.

**c. Positions for AY 2012-13**

Four departments will be searching for six tenure stream positions: AAH&D (1), ENG (1), L&L (3) and WRAC (1).

**d. CAL Focus for AY 2012-13**

1. Excellence in teaching: enhance the student experience and its value; establish uniform assessment measures.
2. International engagement: attention to sites and goals of study abroad programs; create international internships.
3. Curricular changes: add value to graduate and undergraduate education in the humanities.

**Planning Fall CAL faculty meeting**

**a. Concerns from last meeting**

Time and day of meeting a concern for faculty.

**b. Explore possible dates**

Members polled. Meeting scheduled for Friday, October 5 at 3:00-5:00 p.m.

**c. Set agenda**

Suggested ideas included integrating liberal learning goals in course objectives, introducing CAL staff, introducing new tenure-system hires, brief presentations by centers and departments.

## **Items for CAC 2012-13**

### **a. Reformat the CAL faculty voting ballots**

Subcommittee formed to examine template for faculty voting to align it with university-level ballots. Profs. Corneal, Cushman, and Hedrick volunteered to serve and set date for initial meeting (Th. 9/13/2012 at 3:15 pm, location TBD). Draft of voting template due to CAC by next meeting.

### **b. Develop a set of instructions for the CAC chair or orientations for what to do with this committee**

Subcommittee (above) will formalize a timeline for voting procedures and other procedures as needed for future CAC chairs.

### **c. Have a folder for each of us so that CAC members have archives of documents.**

The Dean's Administrative Assistant, Julianne Fent, provided members with a folder upon arrival that included name plates, the day's agenda and its attachments, and the CAL bylaws.

## **No new business**

Meeting adjourned at 4:42.