

Eastern Michigan University  
College of Arts & Sciences  
College Advisory Council

Minutes – DRAFT (not yet approved)

January 10, 2019, 3:30 – 5:00 p.m.  
219 Pray-Harrold

Present: Greenwald (ENVI), Pressley-Sanon (AAAS), Atzmon (ART), Graves (BIO), Snyder (CHEM), Kindred (CMTA, Chair), Evett (COSC), Stype (Econ), Acton (ENGL), Clark (G&G), McCurdy (H&P), Dumitrascu (MATH), Cass (M&D), Sheerin (P&A), Henschen (PLSC), Dove (PSY), Ensor (SAC), Jones (WGST), Gurrido (WL), Murchison (DH SAC), Heller (Dean), Pernecky (Assoc. Dean), Baker (Assoc. Dean)

I. Call to Order – Meeting was called to order at 3:31pm by Chair, Jenny Kindred

II. Approval of Minutes (November 15, 2018) – Meeting minutes were approved by a vote of 11-0-3.

III. Sub Committee Recommendations

- Arts Report (December 6, 2018) – The Arts report was given by Howard Cass. Several courses were tabled due to the need for more interdepartmental conversation, a lack of information, or incorrect information about proposals in Curriculog. GHPR 651 was rejected because it was seen as more of a new course than a course modification. Other courses were approved. Then there were some chair and faculty remarks about Curriculog and the purview of the committee. It was then noted that the Sciences and Arts subcommittees came to different conclusions regarding some of the proposals.
- As such, there was a motion to separate the proposals where there were different recommendations given from each of the committees. The affected proposals were: FIN 355, FIN 456, FIN 457, and Finance undergraduate certificate, along with GEOG 651, GHPR 415, GHPR 515, GHPR 527, GHPR 540, GHPR 651, STAT 271, STAT 463, and STAT 563, and that motion passed by a vote of 17-0-0.

There was then a motion to accept the remaining Arts report and that motion passed by a vote of 15-0-2.

- Sciences Report (December 6, 2018) – Natalie Dove then gave the Sciences report, which included several approved proposals and some courses which were not considered due to a lack of time. The science literacy majors and minors were sent back to the Physics department for further discussion, which will occur in January. There was then a motion to separate the same courses as above from the Sciences report because of differing recommendations and this motion passed 16-0-1. The resulting Sciences report was then accepted by a vote of 16-0-1.

We then launched into a discussion of the courses where there were differing recommendations among the two committees. The Finance courses were on the docket first. Howard Cass suggested that where one subcommittee feels that there is overlap with a course and one of our departments, and therefore one committee feels that more discussion is

needed, that recommendation should take precedence and the other subcommittee should go along with the recommendation of the committee that sees the need for more discussion. There was then a discussion of whether new course proposals should be slowed if they do not include a bibliography...is this discipline specific? Chair Kindred will talk with Evan Finley to see whether a change in Curriculog can be made to clarify what is required with each submission/in each Curriculog field.

There was then a motion to table the Finance courses and certificate with the comments from the Arts subcommittee and that motion passed 17-0-0.

There was also a motion to table GHPR 415/515 based upon Arts' concerns and comments and that motion passed by a vote by 17-0-0.

There was then discussion about GEOG 651 and GHPR 540 that Sciences tabled and Arts approved. There was a motion for Arts to table these courses until Sciences has more time to gather information regarding the proposals and this motion passed 17-0-0.

There was then a motion to table GHPR 527 pending ongoing conversations with the History department and that motion passed by a vote of 17-0-0.

There was then discussion about GHPR 651 because Arts felt it was too dramatic to be considered a course revision; it seemed like a new course. There was then a motion to table this course pending the resolution of those conversations and that motion passed 17-0-0.

There was then a motion to put STAT 271, 463, and 563 on the table until Sciences has a chance to consider those proposals and that motion passed 17-0-0.

#### IV. Discussion items

- CAC Input Processes – How does the CAC give formal input to the Dean? There has been no formal input given from the council to the Dean since November of 2014. Our input only shows up in the meeting minutes. Should written input be more formalized from the committee to the Dean and vice versa? Chair Kindred noted that we have robust discussions during these meetings but it is difficult to know whether the committee's recommendations are formally taken by the Dean's office. Often, discussions are ended without formal motions as Faculty Senate uses. It was noted that we also have given input in the form of resolutions. Chair Kindred will convene the Procedures committee to further discuss these ideas, and it will be an ongoing discussion this semester.
- Role of associate deans re: subcommittee meetings and reports – This issue came up as a result of Dean Pernecky's attendance and conversation with Science subcommittee members. In sum, whose responsibility is it to communicate comments that the subcommittee wants to log regarding proposals so that the originator can view the suggestions of their colleagues? It does not make sense to review the proposals and make comments if they never make their way back to the originating individual. There was a suggestion to add a button in Curriculog entitled "approve with comment" so that the originator sees that there are comments to read. Dean Pernecky noted that he is willing to facilitate the comments that need routing between different constituents as necessary. There was then a suggestion that if "approve with comment" was chosen in Curriculog, it should be routed back to the originator and some notification should be provided that there are comments to be noted.

V. Dean's remarks – Dean Baker let us know that Stephen Jefferson is now the Chair of the Diversity and Inclusion committee. If your department would like to have a representative on this committee, email Dean Baker or Stephen Jefferson. Stephen Jefferson may come to CAC to discuss what the committee is working on.

Dean Baker then discussed the work of the student persistence team. This team is asking us to make some observations regarding whether students can finish our programs in four or six years – course maps through a program, with minor(s) and general education requirements. Ultimately this team is trying to understand the barriers for students and what can be done about these. Examples of barriers might be logjams in the way required courses are scheduled, for example.

Admitted student receptions are coming up January 19th and February 2<sup>nd</sup>. We need faculty who meet these admitted students to be excited and answer questions. These receptions run 10-noon on these days. Make sure to have someone to represent your department on hand for these receptions.

CAS advisors from the Francine Parker Advising Center have been assigned to each CAS department. These advisors have information about challenges students face and have been asked to keep in touch with department heads. Please email Doug Baker or your department head if you have comments to pass on to these advisors.

Dean Pernecky noted that the Personnel committee will start meeting January 15 to go over faculty request lines. There are 17 requests this year, which is down substantially. This work needs to be completed by Winter Break.

There will also be continued investigation into departmental efficiency budget-wise for this academic year. This information will be passed on to the council as a whole before our next meeting. Dean Pernecky will meet with the Budget committee before the next meeting to begin these discussions. He will also be working on a discretionary budget model.

Dean Heller echoed the ideas of the associate deans regarding the faculty request lines and the discretionary budget model. She is concerned, in particular, about the discretionary funds and how they are being spent. She emphasized that the Dean's Office wants to support faculty development and travel, but funds are limited. CAS then has to decide what areas to support and what areas to cut. Student travel has been cut because it is easier to fund that through development accounts. Money for faculty travel is even limit and has been overspent as a result. This overspending is not sustainable going forward, however. Dean Heller also noted that she will be going around to visit departments and clerical staff because she feels a bit disconnected from faculty after her first semester here. She wants to discuss faculty concerns and how to move forward with a vision for the college given our declining enrollment trends, which are expected to continue. She believes the key is to restructure and shore up our strengths so that we can sustain ourselves.

VIII. Chair's remarks – None

VIII. Faculty remarks – Leslie Atzmon and colleagues are organizing a seminar entitled "Place, Performance and Identity" on January 25/26<sup>th</sup> and she would like people to know about this so that they may possibly attend. The McAndless scholar will also be there giving a talk Friday at 4:30 before the seminar. John McCurdy will also be giving a talk, as well as EMU undergraduates.

There was also a suggestion about going to the community to engage them more readily and intentionally given our declining enrollment. Community engagement is part of our mission statement, so it may make sense to discuss the form this may take more specifically. Faculty Senate is also discussing this.

IV. Adjourn – Meeting was adjourned at 5:03pm by Chair, Jenny Kindred

Meeting minutes respectfully submitted by Natalie Dove, CAC Secretary, 2018-2019