

Eastern Michigan University  
College of Arts & Sciences  
College Advisory Council

Minutes

March 21, 2019, 3:30 – 5:00 p.m.  
219 Pray-Harrold

Present: Dove (PSY), Kindred (CMTA), Fleischmann (Poli Sci, Guest), Pressley-Sanon (AAAS), Atzmon (M&D), Graves (Bio), Snyder (Chem), Evett (COSC), Stype (Econ), Clark (G&G), McCurdy (H&P), Dumitrascu (Math), Cass (M&D), Sheerin (P&A), Ensor (SAC), Higgins (WGST), Garrido (WL), Murchison (Arts DH), Sambrook (Sci DH), Heller (Dean), Pernecky (AD), Baker (AD)

I. Call to Order – Meeting was called to order by Chair, Jenny Kindred, at 3:37pm

II. Approval of Minutes (February 21, 2019) – There was a motion to approve these minutes with a minor correction and this motion passed by a vote of 13-0-2.

III. Sub Committee Recommendations

- Arts Report (March 14, 2019) – Howard Cass gave the Arts report. There was a question regarding whether Sociology would approve the Urban Studies minor, and that has been ironed out. Howard noted that Chris Elias from Economics visited the Sciences subcommittee regarding the Quantitative Economics BS, and they took no action on that proposal either. Several proposals were approved with comments. Several other proposals were also tabled so that impacted departments could be given a chance to comment, disability statements could be included, course schedules could be added, bibliographies could be added, and so on. Chair Kindred noted that Geotourism BS, Nurs 407, and IT 101 were proposals where Sciences and Arts had different recommendations. There was a motion to separate these three proposals out of the Arts report and this passed by a vote of 13-0-2. There was then a motion to accept the remaining report and this motion passed by a vote of 13-0-2.
- Sciences Report (March 14, 2019) – Natalie Dove gave the Sciences report. Several proposals were approved with minor comments. Several proposals were also tabled or rejected, mostly for a lack of discussion between originating departments and affected CAS departments, namely Computer Science in most cases. Chair Kindred noted that Geotourism BS, Nurs 407, and IT 101 again were proposals where Sciences and Arts had different recommendations. There was a motion to separate these three proposals out of the Sciences report and this passed by a vote of 14-0-0. There was then a motion to accept the remaining report and this motion passed by a vote of 14-0-0.
- We then discussed ESSC 208. Arts had concerns about the impact/approval of this course deletion on Teacher Education. Christine Clark noted that there was a memo from Teacher Education saying they acknowledged the course deletion, but Arts wanted more of a confirmation that the faculty in the Teacher Education department were aware and approved this deletion. Doug Baker reported that he had an email to this effect from Wendy Burke, the department chair of Teacher Education. There was also a concern that this deletion would affect the ENVI minor, but Katy Greenwald noted that the ENVI minor is ok with this deletion. There was then a motion to now approve ESSC 208 within the Arts committee and that passed by a vote of 8-0-0. Then, there was a motion for this course to be approved by the entire CAC, and that motion approved by a vote of 14-0-0.

- There was then a motion to approve the Urban Studies minor because the concerns from the Sociology department were remedied and this motion passed by a vote of 14-0-0.
- The Quantitative Economics BS was approved by Sciences and the Sciences report was approved today, so that is de facto approval for this proposal.
- Nurs 406/407 and Geotourism BS will remain on our CAC table pending conversations with other departments as noted earlier.
- IT 101 was rejected by Sciences and approved by Arts, so that was the next matter of discussion. Matt Evett explained the reasons why the Sciences rejected the proposal. The course is on the Arts table at present. There was a motion to reject IT 101 given the stated objections from the Computer Science/Sciences subcommittee and that motion passed by a vote of 14-0-0.

#### V. Discussion items

- CAC Input Procedures – Back in January, we first discussed the procedures regarding how CAC provides input to the Dean’s office, and Chair Kindred is now bringing the feedback offered in that meeting to the CAC in the form of five main points. These points will be placed, in document form, into our CAC team drive for review. She went over these five points and asked for further discussion, clarification and commentary over these points. Peter Higgins suggested editing the bylaws for the group to include these recommendations. Members were asked to review the document further by the April meeting.
- Bibliography requirement (new course proposals) – There have been some inconsistencies in terms of whether bibliographies are required in new course proposals. Historically, it has been a university wide requirement that bibliographies be included. There is also a question regarding what is meant by bibliography – is it a required reading list for students or a broader list of readings related to the field the class is situated in? Lively dialogue ensued about what a bibliography is and what the point of it is. Chair Kindred then asked us to consider this issue within our subcommittees.
- Curriculum changes and department impact – input (approval or support) versus notification  
There was a then a dialogue about professional courtesy regarding interdepartmental discussions when courses are deleted, or courses are proposed that overlap with courses offered in other departments. What is sufficient? Do we want a simple notification and acknowledgement or do we want a more substantial dialogue? It was suggested that we talk to our faculty constituents about what the expectations are surrounding this matter because CAC members are not always the ones initiating proposals. It was also suggested that Curriculog might be a factor in the lack of dialogue and support letters from affected departments. Subcommittees will also discuss this issue in our April meetings as time permits. CAC members are also asked to discuss this with their faculty constituents.

#### VI. Dean’s remarks

- Program Mapping – Doug Baker gave us an update on program maps that are being created within departments for majors, minors, and general education requirements. The main question answered by these maps is “can students get through your program in an efficient, timely manner?” Work on these will continue.
- FY 20 Budgets – Dean Pernecky discussed the 8-page document originating out of Jim Carroll’s office regarding fiscal year 2020 budget. He was able to boil this document down into several highlights. Academic Affairs’ budget will be reduced as a whole (university wide) by 7.9 million dollars. CAS constitutes about half of that budget. To make these cuts, we have to cut personnel and instructional budgets both. Dean Pernecky noted that one factor that will affect this is voluntary phased retirements that will begin occurring, so numbers may change. Our student credit hour production continues to decline quite rapidly. After all factors are considered (e.g.,

anticipated and actual faculty separations, fewer part time lecturers, loss of instructional sections, fewer GA positions, and less discretionary funds), CAS will be asked to cut their budget in fiscal year '20 by about 1.8 million. Dean Pernecky would like to discuss how to trim our budget by 1.8 million dollars with CAC budget committee within the next week.

VII. Chair's remarks

- CAS CAC 2019-20 chair election to be held at April 18 meeting
- URSLC and Grad Council elections for 2019-20 and 2020-21 two-year term to be held at April 18 meeting – We will need to elect a Sciences and Arts rep for the SRA committee and the FRF proposal (formerly the URSLC) committees. We also need to elect Natural Sciences and Fine Arts reps for Grad Council. We also need an at-large alternate for Grad Council as well. Members were asked to go to colleagues and ask for people to serve in this way and bring nominees to the April meeting.

VIII. Faculty remarks: None

IV. Adjourn – Meeting adjourned by Chair Kindred at 4:47pm

Minutes respectfully submitted by Natalie Dove, CAC Secretary, 2018-2019