

Eastern Michigan University  
College of Arts & Sciences  
College Advisory Council

Minutes

January 28, 2021.  
Virtual meeting via Zoom

Present: Dove (PSY), Henschen (PSci), Stype (Econ), Ingram (Sci DH), Kindred (Chair, CMTA), Molloy (A&D), Argeros (SAC), Clark (G&G), Wilmes (Chem), Britton (Math/Stat), Jones (WGST), Graves (Bio), Higgins (H&P), Johnson (M&D), Baker (AD), Pernecky (AD), Blackmer (AAAS), Heller (Dean), Wannamaker (Eng), Garrido-Gutierrez (WL), Greenwald (ENVI), Panja (COSC), Sheerin (P&A), Murchison (Arts DH)

- I. Call to Order – Meeting was called to order by Chair Kindred at 3:31pm
- II. Approval of Minutes (January 14, 2021) – Motion to approve the January 14, 2021 minutes passed by a vote of 16-0-1
- III. Sub Committee Recommendations
  - Arts Report (January 21, 2021) – AFC 360 remains on the Arts table. Children’s Literature courses were tabled pending rationale as to why 400 level courses would be without prerequisites. ANTH 435 was also tabled because G&G department might want to take a look at it. Other courses and proposals were approved. There was a motion to accept the Arts report and that motion passed by a vote of 17-0-0.
  - Sciences Report (January 21, 2021) – All courses and proposals except EECE 369 were passed by the Sciences subcommittee. EECE 369 was tabled pending conversations between EECE and the Math/Stat department. There was a motion to accept the Sciences report and that motion passed by a vote of 17-0-0.
- IV. Discussion Item – Discretionary Budget – The budget committee wants to provide a list of talking points to the full committee to get some insight and thoughts regarding what they have been working on. The committee would like to approve a process by which departments can propose additional summer courses if funding allows. The process last summer was haphazard and needed some structure. There was a question posed regarding whether courses are run and offered based upon a revenue/budget model when courses themselves are revenue generators. There was also a question as to whether the provost’s funding is enough separate from CAS that CAS needs to be involved in the creation of a process. Dean Heller explained the difference in the two budgetary sources and how we can use additional money to strengthen our summer programming. The proposed process will be out to the full CAC soon and will be discussed at our February meeting.

A second item on this committee’s agenda is discretionary budget monies. GA allocations comprise nearly 50% of this budget, pooled personnel services are around 5%, student help <10%, and the operating budget is around 35%. The reality is we took a fairly large cut in our discretionary budget but we found a way to take care of that without departments feeling the hit. When we get back to face to face instruction and meetings, though, this budget cut will need to be solved. Dean Pernecky is looking to project what we are going to need going

forward. This may mean building a budget from the ground up via budget proposals during this Winter term. Proposals for using student help have already been solicited and submitted from DHs and school directors.

Chair Kindred then asked for thoughts from CAC on departments building their own budgets from the ground up and members expressed skepticism regarding how well this might work. Others speculated that this may work as long as each budget item had to be justified. Other comments regarding travel and the separation of certain items into separate budgets, along with other related issues, were also provided in a means to support this process. Budget committee will also be asking questions about consolidation (e.g., copy machines) and where that might be possible. Lastly, budget committee will be looking at what expenditures are related to the college mission. We are trying to get to a place where budget does not drive all of the decisions being made, but rather, the mission.

- V. Discussion Item – Travel Funding during the Pandemic – The Dean’s office will support virtual conference registrations during the pandemic. Dean Heller and Chair Kindred would like to consider suspension of the schedule of deadlines to apply for funding during the pandemic. Dean Heller is also wondering if faculty could apply for more than one conference given that the Dean’s office is just paying for registration only, under a certain cap. There was a motion to suspend the schedule for applying for conference support during times of the pandemic and also allow registration for more than one conference as long as costs remained under a cap. This motion was supported unanimously by a vote of 17-0-0.
- VI. Update from Ad Hoc Committee on Impact Reports & Cross Listing – Associate Dean Baker gave an overview of the committee’s first meeting, in which impact reports and cross listing were discussed. The committee will meet again in two weeks and will be drafting a document regarding the importance of running impact reports when proposing courses and new programs and instructions for doing so.
- VII. Dean’s Remarks: None beyond what was presented above
- VIII. Chair’s Remarks: None
- IX. Faculty Remarks – There was a question about Game Above Funding distribution – deadline for submission was January 15<sup>th</sup>. These awards will be coming out of the Dean’s Office. The provost is working with Game Above to ensure the funds are still going to be available for these awards before winners are announced.

Let Amanda Stype know if you have any ideas about facilitating graduate student social interaction.

- X. Adjournment – Meeting was adjourned by Chair Kindred at 4:47pm

Meeting minutes were submitted by Natalie Dove, CAC Secretary 2020-2021