

Eastern Michigan University  
College of Arts and Sciences, College Advisory Council

**Minutes: 11 April, 2024**

Pray-Harrold 219

3:30-5:00

Melissa Jones (WGST, Chair), Joe Breza (PSY), Jim Egge (Dean), Marisol Garrido-Gutierrez (WL), Jason Gibson (MATH/STAT), Katy Greenwald (ENVI), Heather Holmes (CHEM, Secretary), Debbie Ingram (MATH/STAT Dept. Head Rep.), Caralee Jones-Obeng (AAAS), Andre Kashliev (Comp. Sci.), Marianne Laporte (BIO), Laura McMahon (HIST/PHIL), Deron Overpeck (CMTA), Greg Plagens (PLSC), Eric Portenga (G&G), Heather Shouldice (Music & Dance), Jonathan Skuza (PHY/ASTR), Tom Suchan (ART)

1. Call to Order
2. Approval of Minutes – 21 March February, 2024
  - a. Laporte/Holmes 8 - 0 - 2
3. Elections (none)
4. Standing Subcommittee Reports
  - a. Sciences (04 April, 2024): Chair, Heather Holmes
    - i. In the CAC bylaws it states that the originating person entering a proposal into Curriculog must seek out potential overlaps prior to completing the proposal, so we can table proposals from CAC departments and they won't proceed until we're satisfied that there is no overlap. We need to strongly remind departments that it's their responsibility to seek out potential overlaps and reach out to the respective unit for discussion. With other colleges, it's a bit different because they aren't bound by our bylaws. We can ask that a proposal be held out of courtesy, but we have no real authority.
  - b. Arts (04 April, 2024): Chair, Melissa Jones
    - i. Motion to approve and second, passes 15-0-0
    - ii. We should have a standing announcement in the minutes of the first meeting of the CAC each year that the CAC members should remind their departments that it is the responsibility of a proposal originator to seek out

potential overlaps with other units on campus, and to initiate discussion. The CAC should not have to initiate these sorts of discussions.

- iii. We suggest putting a checkbox in the proposal form that has the originator affirm that they have taken action regarding both the impact report and potential overlaps that Curriculog won't catch. Possible wording: "Did you contact all of the departments who are potentially impacted by these changes, and who may have content overlap in existing courses?"
- iv. Arts rejected the music minor because there is no core of classes that must be taken, and students are free to pick and choose at will. They would like to know how this will affect accreditation. Also, the lack of structure means that the minor isn't really a program of study that builds a meaningful body of knowledge, but simply an accumulation of credits.

#### 5. Elected Subcommittee Reports

- a. Budget meets again on Tuesday to talk about release for coordinator/chair release.

#### 6. ReOrg Response Ad Hoc Committee

- a. There was discussion and editing of the draft of the response from the Ad Hoc committee.
- b. In general it was felt that the current document addresses the uncertainty of a small department facing a new DH or Chair that doesn't understand their needs or field, and helps to give equal access to the Dean across the board. However, there is significant concern that the only metric being considered is department size, and that there are other significant factors that must be considered.
- c. There are three distinct portions to the document. The first is feedback from the CAC on the College Reorganization Proposal. The second defines the role of the CAC in the process (the scope of CAC input). The third is input regarding the impact of reorganization on the CAC, and expectations of procedures moving forward.
- d. The CAC would like to have a summary of the responses from the academic units to the questions from the Dean in order to have an understanding of the overall trends and concerns.

- i. The questions answered by the departments did not encompass what they thought about the reorganization process, just how they might see themselves reorganized.
- e. The final document must be voted on at the next meeting, so any changes need to happen in this meeting and in the week before the final meeting.
- f. Send Melissa, Katy or Deron an email if you want to be part of the process. The revised document will be shared with everyone by Tuesday for perusal and voted on in the meeting on Thursday.

7. Faculty Concerns

- a. (follow up, old business) Delayed pay for PTLs doing non-instructional work - they have now been paid.

8. Dean's Remarks

- a. The Registrar's office is working on a project that will automatically add the official course cap to course revision proposals.

9. Faculty Remarks

- a. Students are seeking psychological advice because of the bomb threat - we need to speak to our colleagues who belittle concerns of students for their own safety and the potential that there is a real threat. We need to strongly condemn that sort of speech.
- b. We will cancel classes if we believe it's in the best interest of the students' (and our own) safety and mental health.

10. Chair Remarks

- a. "If Needed" CAC Meeting **IS** Scheduled for 18 April, 2024

11. Adjournment