

CALS Faculty Council 2017-2018: Meeting Notes

Meeting Date: September 5th, 2017

Location: Forbes 307

1. In attendance: Marc Orbach, Ed Martin, Steve Smith, Bob Steidl, Sadhana Ravishankar David Baltrus, Jennifer Teske, Kamel Didan, Richard Wood, Gayatri Vedantam
2. Introductions were made; Gayatri Vedantam moderated meeting as Chair
3. Marc Orbach elected Vice-Chair: nominated by Steve Smith and seconded by Gayatri Vedantam, and elected by unanimous vote
4. FC monthly meeting time: everyone has time constraints, and some issues with attendance. Meetings will continue to be held on the first Tuesday of the month at 3:00PM in Forbes 307 – for this semester at least.
Action: GV will Doodle Poll members if a majority cannot make this time.
5. FC membership: still awaiting confirmation from SWES, AREC and Extension for their reps. Entomology also needs one more rep since Patricia Stock is now a CALS Senator; she will continue to serve on the FC in that capacity.
Action: GV will contact relevant Unit Heads and pursue. Ed said election material was sent out to County listserv.
6. FC Charter: Needs to be updated ASAP with the following recommended changes:
 - a. Clearly indicate that the FC functions through Academic Year
 - b. The FC Chair continues to hold the position until the next AY (i.e through the Summer)
 - c. Codify the standing meetings that now occur between the Dean and the FC Chair
 - d. In the true spirit of the FC representing the CALS Faculty body, eliminate language that includes non-voting members at FC meetings unless invited.
 - e. Include codifying language to affirm that materials that the FC works on should only be disseminated to voting members until approved. All materials will be in the FC Box. Some FC members did not receive the email invitation to Box.
 - f. Add language to affirm that if a FC member assumes an Administrative position during their tenure on the FC, they cannot serve as a voting member. An exception would be a CALS Faculty Senator (eg. Ed Martin, Patricia Stock etc) – however, they cannot serve as Chair or Vice-Chair.Action: GV will draft changes to Charter, send to Marc for review, and then to whole FC via Box. GV will also re-send Box invitation.

7. Ideas for FC to discuss this year:
 - a. Faculty being pressured into teaching online - incentive structure needs to be created, or enforced. If one exists, it should be more clearly communicated to the Faculty.
 - b. Faculty general workload issues – Cardon Fellows are going to address this, and develop a real assessment of workload.
 - c. Meetings with Admin: change from old paradigm. This year, and as required by members, FC will initiate meetings, and invite Dean, any EC member, DRAC, Staff Council Chair etc.
 - d. Service Appointments in CALS – discuss implementation, issues associated with this etc.
 - e. Ethics document – ask FC representatives on the Faculty Senate to develop this University-wide instead of a CALS-specific document
Action: FC members can add questions at any time to Box, or bring to meeting for discussion. All documents/communication on specific issues will be made available to all members via Box.
8. FC Chair monthly meetings with Dean: GV will bring FC-requested issues to him (eg. Online instruction incentives this month).
9. FC discussed September 22nd CALS Town Hall: This is an FC-sponsored event; Kiva Room, Student Union 1:00-2:30PM. Emails have been sent out to CALS listservs, and multiple reminders will be sent as well. GV and MO will moderate. Dean will speak at the end after all other EC members have responded?
Action: Questions need to be sent to GV by 09/20 – please poll your Unit faculty!
10. GV discussed two new ideas: (a) Send out monthly “We Are Your FC” updates to all CALS faculty highlighting Council business for that month (faculty more likely to read that compared with CALS website-based documents), and (b) poll faculty for questions and concerns during monthly Unit meeting using a hard-copy template for those who do not want to respond electronically.
Action: GV will upload update template and faculty polling template to FC Box for members to review.

Meeting adjourned at 4:15PM

Next Meeting: Tuesday, October 3rd at 3:00PM