

COLLEGE ADVISORY COUNCIL
Meeting Minutes

Date:	Friday, October 13, 2017
Location:	191 ComArtSci, Deeb Conference Room
Chair:	Laura Dilley
Secretary:	Julie Fusi

Present: Archer, Jason (Dean’s Office); Dilley, Laura (CSD); Dutton, Bill (MI); Fusi, Julie (Dean’s Office); Holmstrom, Amanda (COM); Introne, Josh (MI); Kolt, Robert (ADPR); McKenzie, Lauren (Student Affairs); Neumann, Dominik (Grad Rep); Rhodes, Nancy (ADPR); Silk, Kami (Dean’s Office); Schmaelzle, Ralf (COM); Takahashi, Bruno (JRN); Venker, Courtney (CSD); Watson, Brendan (JRN)

Minutes

Topic	Laura Dilley called the meeting to order at 9:02 am.
Approval of Agenda	<u>Ralf Schmaelzle moved to approve the agenda for October 13, 2017. Nancy Rhodes seconded. Agenda approved.</u>
Approval of minutes from September 8, 2017	<u>Laura Dilley moved to approve minutes from September 8, 2017. Nancy Rhodes seconded. Minutes approved.</u>
Dean’s Office Updates	<p>Kami Silk provided an update regarding RCR training. A schedule of trainings can be found on the website. Students now swipe in and training hours are recorded in a centralized system. Requirements are different for MA and PhD students as well as for students working on funded research. Contact graduate secretaries if you have any questions or if you have past training records you’d like to add. Requested email notice to graduate students to communicate the changes. Principal Investigators are still responsible for ensuring students working in their labs are in compliance. Contact Kami Silk to add undergraduate students if necessary.</p> <p>Lauren McKenzie provided a Career Services update. Received good feedback from students and employers who participated in recent career fair events. Each unit works with Karin Hanson to determine which employers to bring to campus. Advisors share these opportunities at department faculty meetings and information is communicated to students in a weekly email.</p> <p>Upcoming events include a Google non-technical session on October 18, Studio Crawl on October 25, and AdCon on November 11.</p>
Graduate Subcommittee	<p>Kami Silk and Jason Archer presented proposed changes to the Strategic Communications Master’s Program. The changes would add 4 courses and create flexibility in the program through a core and elective model. Proposed changes also allow for 3 certification possibilities. Students would need to complete all the electives listed in order to receive a certificate in each of the track areas. Strategic Communications program courses are not available to students not in the program. Consider linked program opportunities.</p> <p>Each department has unanimously approved these changes.</p> <p><u>Mandy Holmstrom moved to call the question. Lauren McKenzie seconded. Discussion closed.</u></p> <p><u>Bill Dutton moved to approve the Strategic Communication Program changes, pending email review and approval of graduate subcommittee. Bob Kolt seconded. Strategic Communications Program changes approved, pending review of graduate subcommittee.</u></p>

	<p><u>Lauren McKenzie moved to circulate documents to all CAC members to provide advisory input to graduate subcommittee. Nancy Rhodes seconded.</u></p> <p><u>Documents on the Strategic Communication Program will be circulated to all CAC members who will optionally provide input to CAC Graduate Subcommittee members, who will take the input under advisement. Graduate Subcommittee members will issue a binding vote on whether the paperwork moves forward for review from the college. This motion supersedes the preceding motion. Motion passed with no objections.</u></p>
Inclusiveness Committee Updates	<p>Lauren McKenzie provided Inclusiveness Committee updates. The Say it in 6 Undergraduate Event was well attended last Friday and presentations will be available on website. There will be a panel on navigating bias and success in the field Thursday, 10/19, at 5:00 pm. The head of counseling services at MSU will participate in a round table discussion regarding student mental health issues on Friday, 11/3, at 10:30 am in CAS 182. Faculty should consider mid-semester evaluations in order to become aware of issues and address student concerns.</p>
Thematic Area Feedback	<p>Neuroscience thematic area has met several times and is currently seeking feedback regarding the chosen name, Neurocognitive Communication Science (NCS). Committee identifying coursework already being offered in this area. Course titles may be altered to match thematic area brand. Encourage students to enroll.</p> <p>Representative from each unit (Nancy, Bruno, Josh, Ralf) should email Laura by Monday, 10/23, with courses on the books in your unit that fit within the NCS area. Include all levels of courses, including undergraduate.</p> <p>Would like to discuss thematic areas and faculty members, research, and courses in each area at the next CAC meeting.</p>
Roundtable	<p>Nancy Rhodes – AD+PR is currently interviewing candidates for department chair.</p>
Adjournment	<p><u>Mandy Holmstrom moved to adjourn. Brendan Watson passed. Meeting adjourned at 10:35 am.</u></p>