

COLLEGE ADVISORY COUNCIL  
Meeting Minutes

Date:	Friday, December 8, 2017
Location:	191 ComArtSci, Deeb Conference Room
Chair:	Laura Dilley
Secretary:	Julie Fusi

Present: David, Prabu (Dean’s Office); Dilley, Laura (CSD); Dutton, Bill (MI); Fusi, Julie (Dean’s Office); Hoffman, Ann (Dean’s Office); Holmstrom, Amanda (COM); Hunter, Eric (CSD/Dean’s Office); Introne, Josh (MI); Jackson, Megan (graduate school); Kolt, Robert (ADPR); McKenzie, Lauren (Student Affairs); Neumann, Dominik (Grad Rep); Rhodes, Nancy (ADPR); Schmaelzle, Ralf (COM); Takahashi, Bruno (JRN); Venker, Courtney (CSD); Watson, Brendan (JRN); Watts, Edward (ENG); Zeldes, Geri (JRN)

Minutes

Topic	Laura Dilley called the meeting to order at 9:00 am.
Approval of Agenda	<u>Bill Dutton moved to approve the agenda for Friday, December 08, 2017. Nancy Rhodes seconded. Agenda approved.</u>
Approval of minutes from October 13, 2017	<u>Minutes from Friday, October 13, 2017 approved as distributed.</u>
Dean’s Office Updates	<p>Dean Prabu David shared news regarding new faculty hires in ADPR. The college is celebrating recent diversity hires and awards won by faculty. Please follow Prabu on Twitter and retweet/share these and other important stories about our college.</p> <p>Faculty Impact Award nominations are now open. Information regarding the nomination process has been sent to students through the Student Affairs office.</p> <p>The website is undergoing continuous improvements. The communications office and college will also announce a new branding campaign in 2018.</p> <p>The PhD Visioning Taskforce is meeting with consultants this morning to discuss plans for a PhD faculty retreat next semester. IM PhD revisions are a top priority for spring 2018.</p> <p>The deadline to propose new thematic areas is January 5, 2018. Contact Kami Silk if you have any questions. The communications office is working on targeted campaigns to support the research mission of the college. The Neurocognitive Communication Science (NCS) area meets regularly to continue to develop the area. Their current goal is to identify existing courses in the college and at the university that relate to this area. Encourage your faculty and students to enroll in the following courses:</p> <p>Spring 2018  CAS 992 – “Communication and the Brain” with Ralf Schmaelzle  CAS 892 – special topics – “Psychology and Effects of Social Media Use” with Dar Meshi  ADV 892 – Masters level class – neuro-marketing with Dar Meshi  CSD 491 – special topics class for undergraduates – “Neural Basis for Communication”</p> <p>Discussed relevance and importance of identifying broader thematic areas made up of faculty with research expertise as well as courses that fit into each area. Courses can be used as a way to recruit graduate students to the college in order to participate within certain thematic areas.</p>

	<p>There are a few upcoming events that support the work being done in each thematic area, including Data Day (Feb. 15 and 16) and a symposium on Communication Neuroscience (tentatively scheduled for April 20). Data Day will bring in successful alumni who own data businesses. If you have suggestions for potential Data Day participants, contact Meredith Jagutis. The Communication Neuroscience symposium will host 15 speakers and short talks on methods in communication and neuroscience. Contact Eric Hunter for more information about the communication and neuroscience symposium.</p> <p>Dean David indicated his two main priorities for this year are identifying and promoting research thematic areas, and IM PhD program revision.</p>
<p>Faculty Excellence Advocate Updates</p>	<p>Geri Zeldes, college Faculty Excellence Advocate (FEA), provided updates from the Inclusiveness Committee. See handout attached.</p> <p>Geri shared information regarding faculty award winners. Any faculty or students that need assistance with nominations can contact Geri. Shared information regarding “Inc Talks” for internal purposes, and “ComArtSci Talks” for external talks. Mark Hollis will provide the next ComArtSci Talk. Contact Geri Zeldes for more information.</p> <p>The Faculty Mentoring Policy is currently under review. Geri will update CAC again in Spring 2018 after speaking with unit chairs/directors. FEA is available to facilitate formal mentoring process for tenure stream, fixed term, and staff in the college. Possible revisions to the policy would add accountability for mentors/mentees who are participating in the formal process, as well as expand mentoring opportunities to tenure stream and fixed term faculty, and staff. Hope to have a revised policy in place for fall 2018. Should consider adding a faculty mentor award.</p> <p>MILO Training – MSU Police has invited our 6-8 staff/faculty from our college to participate in MILO (Multiple Interactive Learning/Training Objectives) range theater training. Would like at least one representative from each unit to participate. RSVP to Geri by 12/19.</p> <p>The inclusiveness committee still needs one undergraduate representative. Email suggestions to Geri.</p>
<p>University Steering Committee</p>	<p>Edward Watts, University Steering Committee representative, attended the meeting to solicit feedback regarding upcoming faculty senate and steering committee agendas. The Steering Committee regularly meets with the president and provost, as well as interacts with equivalent committees in other CIC and Big 10 institutions.</p> <p>Edward Watts indicated that the University Steering Committee is requesting input and feedback from faculty at all levels regarding priorities for committee agendas at the university level.</p> <p>The MSU Academic Governance website has a new tracking system feature that allows faculty and students to submit suggested topics for discussion and to monitor the progress of current discussion topics. Visit <a href="http://www.acadgov.msu.edu/tracking-system">www.acadgov.msu.edu/tracking-system</a> to view current roster of agenda items and committees to which they have been assigned and submit suggestions. You can also email suggestions directly to steering committee members and ComArtSci faculty senate representatives (Bill Dutton, Keith Hampton, Ashley Sanders-Jackson) and/or contact Edward Watts directly.</p> <p>Current discussion topics include campus climate issues (race, gender, mental health, etc.), and facilitating research and teaching, among others.</p> <p>Discussed the need to implement a process for vetting and prioritizing suggestions. Suggested topics include RCR training for undergraduate and professional Masters students, as well as</p>

	course scheduling and student work schedule conflicts created by the new GO15 policy.
Undergraduate Subcommittee	<p>Ann Hoffman discussed changes to MI 341. Modifications include changes to prerequisite courses. Undergraduate subcommittee has endorsed the changes.</p> <p>No discussion regarding the changes.</p> <p><u>Brendan Watson moved to approve the changes to MI 341. Mandy Holmstrom seconded. The changes were approved with no objections or abstentions.</u></p> <p>Andy Corner will attend the February College Advisory Council meeting to discuss the mid-semester course evaluation process, which the university strongly recommends for all faculty. Please share the information emailed to you with your faculty prior to Andy's visit in February.</p>
Graduate Subcommittee	<p>Each department has a representative who participates on a technology advisory committee with ComArtSci IT to address how technology can support faculty needs. Office 365 is FERPA compliant and faculty are encouraged to use this with classes. The college has invested in some servers and is currently working on a price plan for usage.</p> <p>The graduate school is addressing the proposed tax bill that would affect graduate students. College leadership is looking at ways to support grad students if the bill passes.</p> <p>5 Strossacker fellowships have gone out and there is still space left for dissertation fellowships.</p> <p>This semester, please contact Eric Hunter or Kami Silk for any graduate affairs that would have previously been addressed by John Sherry.</p>
Roundtable	<p>Lauren McKenzie – Talk to student affairs if your students are experiencing finals related crises.</p> <p>Bob Kolt – ADPR is hosting a thank you reception for Jef Richards today at the Kellogg Center at 4:00 pm.</p> <p>Bruno Takahashi – Journalism is currently searching for 2 tenure track positions.</p> <p>Nancy Rhodes – Congrats to Dominik Neumann on winning a Strossacker award.</p> <p>Mandy Holmstrom – Send any feedback on the mentoring process to Geri Zeldes.</p> <p>Megan Jackson – Will graduate next week and Dominik will take her position as leadership fellow.</p>
Summary of Action Items	<p>Communicate Prabu's priorities (thematic areas, PhD revisions) and upcoming data day and communication neuroscience symposiums.</p> <p>Geri is looking for mentor/mentees. She also needs participants for MILO training and an undergraduate rep for the inclusiveness committee.</p> <p>Share input for suggested topics with the steering committee through their new tracking system.</p> <p>Review mid-semester evaluation email.</p>
Adjournment	<u>Megan Jackson moved to adjourn. Mandy Holmstrom passed. Meeting adjourned at 10:28.</u>