

COLLEGE ADVISORY COUNCIL Meeting Minutes

Date:	8/21/2015
Location:	191 Com Arts, Deeb Conference Room
Chair:	To be elected
Secretary:	Julie Fusi

<p><u>Present:</u> Bergan, Dan (COM); Bossen, Howard (JRN); David, Prabu (Dean's Office); Dutton, Bill (MI); Fusi, Julie (Dean's Office); Hoffman, Ann (Dean's Office); Hunter, Eric (CSD); Koning, Kendall (Grad. Rep); Kononova, Anastasia (AD+PR); New, Jennifer (Academic Advising); O'Donnell, Casey (MI); Rifon, Nora (AD+PR); Sherry, John (Dean's Office); Silk, Kami (Dean's Office); Wittenbaum, Gwen (COM)</p>

Minutes

Topic	Prabu David called the meeting to order at 9:04 a.m.
Approval of Agenda	<u>Nora Rifon moved to approve the agenda for August 21, 2015. Casey O'Donnell seconded. Agenda approved.</u>
Approval of minutes from May 15, 2015	<u>Casey O'Donnell moved to approve minutes from May 15, 2015. Howard Bossen seconded. Minutes approved.</u>
Introductions	<u>Introductions by CAC members were made.</u>
Election of Chair	<u>Bill Dutton moved to nominate Eric Hunter for chair. Nora Rifon seconded. Eric Hunter elected as chair by unanimous vote.</u>
Subcommittee Assignments	<p>Subcommittees were decided and are as follows:</p> <p>Undergraduate Subcommittee: Howard Bossen, Casey O'Donnell, Dan Bergan, Anastasia Kononova, Jennifer New, Mercedes Salisbury, Ann Hoffman</p> <p>Graduate Subcommittee: Nora Rifon, Serena Carpenter, Bill Dutton, Gwen Wittenbaum, Kendall Koning, John Sherry</p>
Student Representation	Kendall Koning (graduate student representative) and Mercedes Salisbury (undergraduate student representative) have both agreed to continue their terms through 2016.
Dean's Office Updates	<p><u>Prabu David:</u> Would like to use CAC as more of a sounding board for important college issues.</p> <p>Faculty Taskforce: Lost many faculty this year due to resignation, retirement. Many of these were women, and many were due to spousal accommodation issues. Hope to create a taskforce to further examine this issue. Kami Silk (previous FEA rep) has agreed to lead this taskforce. Will be in touch with CAC to further develop this taskforce. Faculty retention/spousal accommodation is a problem across the university. Exit surveys not being done consistently across campus. Looking at gathering data and providing recommendations based on data collection. University, College and Department all contribute toward creating spousal accommodations, but efforts do not always succeed, depending on the profession of the partner.</p> <p>Bylaws Revisions: Bylaws revision ongoing. Casey O'Donnell has agreed to remain on this committee. The changes made last year were those that were essential. Plan to tackle more complicated issues this year, including employee voice for staff members and fixed term faculty, RPT guidelines regarding college RPT vote, departmental bylaws regarding publication requirements, etc.</p>

	<p>Media Sandbox: Need to create an identity for the Sandbox. This must be considered an enterprise driven by the college. Need to think about this as a 3 tier system – 1st tier for intro courses, 2nd tier for skilled training, 3rd tier for advanced, specialized training within the major.</p> <p>Research Labs: Creating common space for faculty research. Discussing uses for 233 suite and spaces in the basement for clusters of shared research space – immersive media, psycho-phys/neuroscience, gaming research. Kami Silk going to put together a committee of representatives from each department to come up with a proposal.</p> <p>Recruitment Event: Because of our large number of positions available, we are hoping to create areas of expertise with the hires. Search committees are hoping to bring junior faculty ‘rising stars’ in for the event. Would create synergy among these star candidates and hopefully entice them to come here. Mark your calendars for 10/14-10/17. Looking for creative ideas for names for this event. Hoping to tout this as a cutting edge research symposium. Communication Frontiers and COM Catalysts were offered as suggestions for the name of the event. After the event, this becomes a regular search. John can foster communication between search committees to highlight interesting links between departmental candidates. Also looking at doing something similar for the available fixed term positions we have.</p> <p>Faculty & Staff Rewards, Awards: Hoping to come up with a process for this for both university and professional awards (ICA Fellows, etc.).</p> <p>Online MA: Expected launch in Fall 2016. Coming up with 10 new courses for this brand new strategic communication program. Currently in the process of choosing faculty to teach these courses. This program will create revenue for the college, with potential for reinvestment in grad assistantships.</p>
Round Table:	<p><u>Ann Hoffman</u>: Deadline approaching for application for research funds for undergraduate research. Applications can be submitted to Ken Beer. Pay attention to InfoTech announcement about Adobe – access and payment information has changed and may affect your students. Curricular changes coming soon.</p>
Adjournment	<p><u>Prabu David moved to adjourn, Ann Hoffman seconded. Motion passed. Meeting adjourned at 10:35 am.</u></p>