Date: May 10, 2019  
Location: 191 ComArtSci, Deeb Conference Room  
Chair: Laura Dilley  
Secretary: Julie Fusi  

<table>
<thead>
<tr>
<th>Present: Besley, John (ADPR); Corner, Andy (ADPR); Cotten, Shelia (MI); David, Prabu (Dean’s Office); Dilley, Laura (CSD); Ellithorpe, Morgan (ADPR); Fusi, Julie (Dean’s Office); McKenzie, Lauren (Student Affairs); Neumann, Dominik (Grad Rep); New, Jennifer (Student Affairs); Sherry, John (COM); Takahashi, Bruno (JRN); Thorson, Esther (Dean’s Office); Venker, Courtney (CSD)</th>
</tr>
</thead>
</table>

**Minutes**

Laura Dilley called the meeting to order at 9:03.

**Approval of Agenda**  
Andy Corner moved to approve the agenda for May 10, 2019. John Sherry seconded. Agenda approved.

**Approval of Minutes from April 12, 2019**  
Minutes from April 12, 2019 approved as distributed.

**Dean’s Updates**  
Prabu David discussed the College Advisory Council’s participation in the dean’s review, which will kick off in fall 2019. The Provost plans to implement a new system with more granularity. More details will be provided as they become available.

Priorities for next year include increased focus on civility, professional norms, and discussion of how to incorporate these topics into the annual review process; use of academic profile in place of professional accomplishment reports; development of future leaders within the college; continued I&M Ph.D. program bylaws discussions.

**Equity Committee**  
Laura Dilley and John Besley provided a report of the salary analysis work performed by the equity committee. The committee was limited by the granularity of data available and small sample sizes in the college. Statistics presented only include data for tenure stream faculty. Discussed further data sets to review if the college would like to pursue this further, including measure of productivity, domestic versus international, peer institutions, other colleges within MSU, etc. Disparity exists between discipline/department. Discussed steps taken toward creating more equitable start-up packages across departments.

**Inclusiveness Committee / Faculty Excellence Advocate**  
Lauren McKenzie joined the meeting to share updates from the Inclusiveness Committee.

6 groups participated in the Invisible Disabilities MSUFCU Dean’s Choice Grant campaign. Their projects focused on anxiety, depression, diabetes, rheumatoid arthritis, passing judgement, among others. Campaigns included virtual reality components and commercials. Lou Schiavone instructed the course and is considering ways to refine 2019 campaigns as part of next year’s curriculum.

The MSU Museum & RCAH Spoken Word Event was a showcase devoted to survivors on campus. The Museum Director would like more students to engage with this. Faculty should consider incorporating this into their courses. Contact Elesha Newberry (newber39@msu.edu) if interested.
The Empathic Games Showcase was the result of the Creating Inclusive Excellence Grant, sponsored by the Office for Inclusion and Intercultural Initiatives (OIII). The work was presented to Paulette Granberry Russell, who now wants to see final prototypes. After meeting last week, the Inclusiveness committee is considering future collaborations with New York Times National Editor, Marc Lacey.

Lauren McKenzie, LaDonna Croffe, and Lou Schiavone will oversee Inclusiveness Committee while Geri Zeldes is on sabbatical in the fall. Will attend faculty meetings for better information sharing. Based on feedback received, the committee is working on initiatives to better meet the needs of students.

<table>
<thead>
<tr>
<th>Bylaws Revisions Updates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unit representatives shared status updates on individual bylaw reviews.</td>
</tr>
</tbody>
</table>

The School of Journalism has reviewed school bylaws and RPT guidelines. Revisions make RPT and bylaw language it more precise, especially in regards to grants and publications. Approved a section on appropriate behavior in the unit but voted down a departmental annual review committee.

Communicative Sciences and Disorders committee is working on multiple documents, including a strategic plan, mission statement, and bylaws. Have added a preamble to bylaws to address collegial behavior and created a departmental annual performance review committee. Units considering adding departmental annual review committees should contact Johannes Bauer for best practices, as Media and Information has had a similar committee for a long time.

Media and Information already has an extensive annual review and RPT process; thus, they have not made revisions this year. Departmental bylaws were recently updated so no additional changes have been made.

Advertising and Public Relations has undergone a 2-year comprehensive bylaws revision. The department will continue discussions about RPT and peer review in the summer. Minimums have been removed from official departmental language. Other unit representatives had questions and concerns with the notion of removing minimums, including the comparison of our departments with those at perhaps lesser prestigious institutions, as well as concerns for increased stress this may place on junior faculty.

Communication added a phrase about civility to department bylaws. John Sherry shared brief information regarding COM’s current RPT language and practice.

Laura Dilley provided an update on the status of the college bylaws revisions, which went to vote via email ballot on May 1. Deadline is Friday, May 10. It appears that all proposed revisions will pass.

Chair orientation over the summer will address some of the tough ideas that the college is grappling with, including professional norms, peer review, etc.

<table>
<thead>
<tr>
<th>Adjournment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prabu David moved to adjourn. Shelia Cotten passed. Meeting adjourned at 10:12.</td>
</tr>
</tbody>
</table>