COLLEGE ADVISORY COUNCIL
Meeting Minutes

Date:	March 15, 2019
Location:	191 ComArtSci, Deeb Conference Room
Chair:	Laura Dilley
Secretary:	Julie Fusi

Present: Barkman, Marge (COM); David, Prabu (Dean's Office); Dilley, Laura (CSD); Ellithorpe, Morgan (ADPR); Fusi, Julie (Dean's Office); Introne, Josh (MI); Kolt, Robert (ADPR); Lapinski, Maria (COM); Meshi, Dar (ADPR); Neumann, Dominik (Grad Rep); New, Jennifer (Student Affairs); O'Donnell, Casey (MI); Sherry, John (COM); Takahashi, Bruno (JRN); Thorson, Esther (Dean's Office); Venker, Courtney (CSD); Zeldes, Geri (JRN)

Minutes

Topic	Laura Dilley called the meeting to order at 9:02.
Approval of Agenda	Laura Dilley moved to amend the agenda to combine items V and VI, and to include the accessibility updates with the Undergraduate Subcommittee discussion. Geri Zeldes moved to approve the amended agenda for March 15, 2019. Bruno Takahashi seconded. Amended agenda approved.
Approval of Minutes from February 8, 2019	Minutes from February 8, 2019 approved as distributed.
Undergraduate Subcommittee	Jennifer New presented course changes for CAS 117 (Games and Interactivity), which allow for graphic design students to participate. Discussed pros and cons of opening this course up to students in other colleges. The undergraduate subcommittee recommends approval of the CAS 117 course changes. The changes were approved unanimously with no objections or abstentions. Dar Meshi discussed the creation of ADV 401 (Neuromarketing and Consumer Decisions), which has previously been taught by Dar as a special topics course. PowerPoint with more information attached. The undergraduate subcommittee recommends approval of the creation of ADV 401. Bob Kolt seconded. The changes were approved unanimously with no objections or abstentions.
Graduate Subcommittee	Morgan Ellithorpe and Marge Barkman presented changes to the Health and Risk Communication (HRC) MA program, which would provide an option for a thesis track. It also specifies a new Journalism course to replace one that has been deleted. Fixes incorrect listing of credit numbers for one course. The graduate subcommittee recommends approval of the changes to the HRC MA program. The changes were approved unanimously with no objections or abstentions.
Bylaws Revisions	Laura Dilley discussed the original charge to review our bylaws. Reviewed documents shared last night that included results from bylaws survey completed at last meeting. Plan to discuss and propose bylaws changes at the All College Meeting on Friday, 3/29. A point by point electronic vote would then take place before the end of the semester. Voting Rights and Voting Faculty – Current language defines regular faculty as those in the tenure stream or specialists in the continuing system. Discussed how to better incorporate

	professors of practice (PoPs) into bylaws and give them voting rights. Important to fine-tune language for the scope of what PoPs can vote on; lack of Ph.D. will disqualify them from voting on certain personnel matters. Laura and Prabu can review based on departmental best practices. PoP policy created by Jef Richards can help inform this discussion and proposed changes. Bylaw Review – Proposed that CAC and units both review bylaws at first meeting of every year. Bylaws Standing Committee – Proposed adding a standing bylaws committee made up of 3 faculty from CAC and student representation that would review bylaws annually. Inclusiveness Committee – Would change Inclusiveness Committee name to Diversity, Equity, and Inclusiveness (DEI) Committee. Collegiality – Remove any proposed collegiality language. Units should agree to conform to professional norms in their discipline. Graduate Student Representation – Language would clarify whether graduate student representative is selected or voted upon by graduate student body. Would also specify that graduate representative serves a 1-year term with the option for a second if they want. Discussed whether there should be rotation by unit or by Ph.D. program. Esther Thorson and Dominik Neumann will provide language and proposal for this section. College Level Reappointment, Promotion, and Tenure Committee – Would like to revisit formally recording a CRPT committee vote to offer better transparency and shared governance. Doing this may likely also require further examining CRPT committee charge and guidelines. Would like to hear from previous committee members about these proposed issues. Want to continue this discussion next Friday for those who can attend at 9:00 am.
Inclusiveness Committee / Faculty Excellence Advocate	Julie Fusi and Geri Zeldes are working on a packet with complete awards information to share with faculty and staff. Should include the external awards information shared on the Vice President for Research and Graduate Studies' website.
Dean's Office	Dean's Updates Will discuss bylaws and leadership transitions at upcoming All College Meeting. Undergraduate Updates Ann Hoffman will share a guide on use of digital content. Jan Bukovac Phelps, Ann Hoffman and Eric Hunter are ComArtSci's accessibility liaisons. Would like additional information about how to handle conflicts if accessible materials are more expensive than traditional materials. Graduate Updates Recently approved course changes for 820-821 need to be renamed to 824-825. Maria Lapinski moved to suspend process to approve changes to numbering of these courses. Courtney Venker seconded. Numbering changes approved with no abstentions or objections.
Roundtable	Bob Kolt - no longer able to attend upcoming meetings. Will share replacement soon. Dominik Neumann - Organizing faculty-student mentorship program. Kick-off meeting on 3/29.
Adjournment	Casey O'Donnell moved to adjourn. Maria Lapinski seconded. Meeting adjourned at 10:34.