GRAND VALLEY
STATE UNIVERSITY
COLLEGE OF EDUCATION
AND COMMUNITY
INNOVATION

College Advisory & Communication Committee
March 13, 2024 • 9:00 – 10:00 AM
Zoom
Minutes

Present: Rita Cooper (CECI Dean's Office), Mark Hoffman (CECI Dean's Office), Patty Janes (SCLD), Christopher Kierkus (SCCJLS), Jamie Langlois (SSW), Angie Leedy (SSW Graduate Representative), Kel Nemetz (OCA), Melanie Rabine-Johnson (CECI UAC), and Mei Mah (CEP), and Mary Bair (LEFT) for Rui Niu-Cooper (sabbatical)

Absent: Lynda Bykerk-Rupke (ELC) and Jen DeWaard (T&L) for Wei Gu (sabbatical)

1. A motion was made to approve the corrected 2/14/24 minutes. The motion was seconded and was unanimously approved. The correction was to add Korean to agenda item #3.

2. Introductions were made giving your name, pronouns, unit, and talking point.

3. Rhett was passed to Melanie for her Ghana artwork and committee work. Rhett is given in appreciation and recognition for a committee member's commitment and support to CACC and the college.

4. Jamie distributed the revised bylaws which included everyone's comments/suggestions from the Google document that was previously distributed. Discussion followed with one change highlighted below.

   - 1.d. The CACC will ==approve and== create standing committees, subcommittees, and ad hoc committees for issues that intersect across the college and impact faculty and staff.

   A motion was made to accept the revised bylaws with the highlighted changes being made. The motion was seconded and was unanimously approved.

5. Voting and a standing member from the CECI Dean's Office were discussed.

   - Do we have enough votes to pass the bylaws? Should voting be approved by a majority vote? Quorum?
   - Should the committee include a standing staff member from the CECI Dean's Office similar to the Staff Executive Committee? All other non-academic units are represented on this committee.

   It was agreed to create a standing staff member position from the CECI Dean's Office. Rita will hold this position which would include voting rights.

6. Currently have nine nominations for college awards.

   - Jamie created an announcement on Blackboard.
   - Mei asked if the nominee information could be moved up on the nomination form. The who before the why. Angie made the change.
   - Discussed the timeline and process.

- o Nominations accepted until 3/17/24.
- o Nomination packets distributed on 3/26/24.
- o Awards meeting held on 3/27/24 with lunch at 12:30p.m. and the meeting commencing at 1p.m.
- o Three School of Social Work conference rooms are reserved for members to discuss and select the award recipients.
- o Jamie will randomly assign the members into groups with each group choosing more than one award nomination.
- o Jamie will distribute a rubric to rate each nominee. Complete a rubric for each award. <u>Be ready to discuss the nominations on 3/27/24</u>.
- o Stick to the criteria only!
- o If a group cannot come to a consensus, the nomination will be brought to the full committee.

Each committee member must nominate a colleague and encourage others to nominate colleagues.
Rita will send Jamie's announcement to all CECI faculty/staff.
Angie will create an email that Rita will send to all CECI majors/minors.

7. Mark gave an overview of the Global Awareness Collaborative Colloquium events held thus far. All went very well.

8. To CECI Chat or not to Chat?

- From previous meetings, Zoom Chat was the recommended format.
- Kel loves the idea but recommended launching it in the fall.
- Mark suggested a soft launch during the summer so members would be better acquainted with it.
- Jamie did try to launch last summer, without much fanfare from the committee.
- To be successful, CACC really needs to sell this to their units.
- Must have clear messaging on the purpose and directions on how to use it.
- Launch during the CECI Fall Kickoff with fliers on the tables.
- Mei suggested a demo during the CECI Fall Kickoff in August.

9. Jamie shared a potential agenda for the CECI Winter Year-End Meeting (4/15/24).

- Are we continuing with the Coming Together theme?
- Kel agreed to create a table activity.
- College awards will be announced, and plaques ordered by Rita.
- The Dean to welcome everyone and include any University initiatives that CECI is or could be involved in.
- Discuss the College Personnel Committee requirement for ADEI representative.
- Everyone agreed on another gallery walk.
- Units to share three unit highlights (photos with explanations) that will be included on the revolving PPT.
- The revolving PPT will also include new hires, those leaving the university or retiring, award recipients (both university and college), and any other highlights from the college.
- A summary of unit events could be displayed on the tables.

- Jamie feels the above activities can be completed by 11a.m. with college governance meetings being held between 11-12p.m.

Upcoming Meetings:

Wednesday, March 27 from 12:00-3:00 PM in 303C DEV (CECI Awards Selection)

Wednesday, April 10 from 9:00-10:00 AM **now remote** with new members attending.