



CAC Meeting Minutes

March 10, 2014

1:30 p.m. - 297C DeVos

Present: Mike Sciarini, Joanne Ziembo-Vogl, Carly Hilinski-Rosick, Jennifer McCaul, Mike Moody, Patty Stow-Bolea, Diane Kimoto-Bonetti

Absent: Dean Grant who was out-of-town

- I. Corrections to February minutes
 - No corrections to February minutes
- II. Old Business
 - A. Additions
 - No additions to old business
 - B. Winter Assembly – Update re: venue and standing date

CAC Representatives were asked to check with their departments regarding the first Wednesday of February and to report back at the next meeting. Katie Humphrey has reserved a venue in Seidman for next winter's meeting...she has reserved the first, second, and third Wednesdays of February and will delete the unneeded dates once departments confirm acceptance of the first Wednesday of February
 - C. Awards and Commendations – PSS monetary donations and review/selection process

Dean Grant will send an email to CCPS Faculty explaining the necessity for faculty donations to cover the commendation "stipend" for the Dean's PSS Commendation. Representatives were asked to mention same at their unit meetings. Donations may be given to Katie Humphrey.
 - D. CAC Bylaws – Update re: proposed "4c"
- III. New Business
 - A. Additions? – Patty Stow-Bolea asked that we add the Pew Faculty Teaching and Legacy Award to the agenda.
 - B. Elections Process – Update re: timeframe and CCPS Bylaw requirements – Time line was reviewed for the upcoming election cycle.
 - C. CCPS Bylaws – Approved changes of August, 2012 never incorporated
 - D. CCPS Blackboard site – CAC agendas and minutes will be posted to the CCPS Blackboard site as per the CCPS Bylaws.
 - E. Issues raised by Mark Hoffman re: newly formed strategic planning task force – The issues raised by Mark Hoffman were reviewed and discussed. Concluded was that the CCPS Dean has the authority to form a task force. However, the dean does not have the authority to form a new CCPS committee without a referendum first being held, according to CCPS Bylaws. The assessment task force is not a committee;

therefore, the dean had the authority to form this group. Should the dean wish to make the task force a permanent committee, then the referendum process (as put forth in the CCPS Bylaws) would need to be followed.

Via the process of reviewing the CCPS Bylaws re: the assessment task force issue, it was discovered that the 2012 changes, approved by college faculty at the August, 2012 Fall Retreat, were never incorporated into the Bylaws. The CCPS Bylaws have been updated to reflect those approved changes.

- F. Dean's Up/Down Comments, Concerns, Issues – None as Dean Grant was absent.
- G. CAC's Down/Up Comments, Concerns, Issues – None.
- H. Pew Faculty Teaching and Legacy Award – Patty mentioned that there had been no CCPS nominations. After discussion, it was decided that CAC representatives should encourage their unit faculty members to consider submitting nominations for this award.

Meeting adjourned at 2:19 p.m.

Distributed Documents:

Approved (August, 2012) CCPS Bylaws