



CAC Meeting Minutes

March 9, 2015

2:00 p.m. - 217C DeVos

Meeting called to order at 2:00 p.m.

Members Present: Diane Kimoto-Bonetti, Anne London, Alison Adams, Joanne Ziembo-Vogl, Brian Kingshott, Patty Stow-Bolea

Members Absent: Dean George Grant, Mike Moody

- I. Corrections to/approval of December and February minutes

Chair Kimoto-Bonetti did not distribute December minutes, as intended, but will do so in order that the December minutes can be approved at the April meeting.
The February minutes were approved.
- II. Old Business
 - A. Additions?

There was one addition to the agenda – an update regarding unit head evaluations. Given that Dean Grant was not in attendance, the topic was tabled for the April meeting.
 - B. Elections –results and update

Members were informed that the HTM UAS representative, to replace Mike Sciarini's term, will be named by the HTM department. Election results will be distributed by Katie Humphrey, via email, later this afternoon. There were no nominations for the Faculty personnel Policy Committee or the JCP seat on the College Advisory Committee. Volunteers to fill these positions will be asked for at the fall retreat.
 - C. Sharing of CCPS Information and expertise

The following suggestions were noted as methods to disseminate information regarding CCPS faculty endeavors. There was discussion regarding who the target audience for such information would be (community members?) and how the target audience would seek information. While these suggestions were made, the committee felt that identification of the target audience/s and the dissemination of CCPS faculty information was essentially a marketing issue.

YouTube Channel – It is possible to create a YouTube channel but doing so would require an administrator.

Twitter Feed – A Twitter feed exists, via the CCPS Dean’s Website, and Teresa Rademacher was identified as “administrator.”

CCPS Website - Posting 10th Anniversary presentations and other faculty service could be accomplished via the “Quick Link” feature on the CCPS Dean’s website. Members were informed that Teresa Rademacher had mentioned taking training in how to operate/create new quick links.

CCPS Ted Talks – Information on the Grand Rapids TedX talks was forwarded to Dean Grant. According to a news article, these TedX talks were geared toward academics and community.

WGVU Radio – It was suggested that the CCPS could contact WGVU regarding a once-a-month radio show to highlight CCPS endeavors.

Alumni and stakeholder newsletter – Suggested as a means to disseminate CCPS information to the community...but, again, how so and is this not a marketing function?

D. Awards and commendations

CAC members were reminded that the nomination submission deadline is April 1st. Katie Humphrey retains the nomination files and members will have several days prior to the April 6th meeting to review and evaluate nominations with respect to various award and commendation criteria.

E. Reconceptualizing CCPS Winter Meeting – At the February meeting, Dean Grant asked members to consider reconceptualizing the winter meeting.

CAC members recalled that this past winter meeting was initially scheduled to be held in similar fashion to the fall meeting...at a larger venue with round tables to foster collegiality. However, a scheduling conflict with one of the brown-bag presentations resulted in the winter meeting being held (as in the past) in 136E.

After discussion, it was asked if a winter meeting was necessary as the faculty recognitions that form a predominant portion of the winter meeting could be announced at the fall meeting...and that perhaps the fall meeting is the more appropriate venue for faculty recognitions. Ziembo-Vogl agreed to look into whether a winter meeting was an administrative guideline (see findings below). Members discussed whether CCPS faculty could/should vote to discontinue the winter meeting.

Note-No reference to the requirement of a winter meeting could be found within the Administrative manual but the CCPS Bylaws for Faculty Governance state:

“ VI. Miscellaneous Provisions

A. CCPS Faculty Assembly

1. There shall be at least one CCPS Faculty Assembly during each academic year. Faculty Assemblies shall be called by the Dean, by the College Advisory Committee, or in response to a petition signed by 25% of the CCPS faculty. During an Assembly, representatives from the committees of CCPS Faculty Governance may inform the faculty about various issues. The Dean leads the Assembly.

Members also discussed whether a speaker from the community should be asked to address faculty at the winter meeting.

Members were asked to bring the issue up at their unit meetings. The options of changing the format or deleting the winter meeting was tabled for further discussion at the April meeting.

III. New Business

A. Additions – There were no additions.

B. Combining fall unit and college retreats

At-large committee member, Ziembo-Vogl had been approached about the possibility of combining the unit and college fall retreats. The presented format: individual units would hold meetings during the morning hours. All units would convene for lunch and the conducting of the CCPS retreat (recognitions, any business, awards/commendations, and the President's and Provost's addresses). If necessary, units could reconvene after the CCPS luncheon meeting.

Benefits: Only one day would be required for retreats freeing up faculty time. Units would save money. Costs for the college luncheon would not change. Deleting the winter meeting and combining the fall retreats could mark the "start of a new beginning" for the future...could begin a new tradition of efficiency.

Issues: A venue with space for unit meetings and the larger luncheon gathering, such as the library, would be required. Unit fall retreats are not "standard" ...some units hold all-day retreats.

Members were asked to discuss this issue at their unit meetings and to report back at the April meeting.

C. Future: CCPS over the next 10 years

CAC members agreed that a discussion of the CCPS's future direction should be delayed until the university puts forth its new strategic plan.

D. Dean's Up/Down Comments, Concerns, Issues – Tabled for the April meeting given Dean Grant's absence

E. CAC's Down/Up Comments, Concerns, Issues

Stop by hours – Tabled for the April meeting given Dean Grant's absence.

Meeting adjourned at 2:55 p.m.

Next meeting: April 6th, 2:00 p.m., 297C

Distributed Documents: None