

CCPS CAC Meeting Minutes

November 6, 2019
297C DeVos Center

In attendance: Paul Stansbie, CCPS Dean's Office, Patty Janes, HTM, Kristine Mullendore, CJ, Aaron Van Oosterhout, JCP, Sally Pelon, Huafang Li, Shantonya Scott, Advising Center

Absent: Tonisha Jones, CJ (excused – unknit meeting conflict)

Meeting commenced 12:00pm

I. Review of Past Minutes

- a. Minutes from 10/23 had no changes.

II. Administrative Matters

- a. Winter meeting schedule will remain between 12-2 on Wednesdays on 1/22, 2/26, 3/25, 4/22 and we may need a back up date in April for award decisions.
- b. Kris reviewed our official charges/timelines. CAC members were asked to please check with all those committee members from their units identified in the 10/23 minutes whose terms are expiring and determine if they will be running again for elections for 2020/21.
- c. The winter college meeting also needs to be planned. Paul will check on dates for this event. Kris will add a discussion to this agenda under "other".

III. Old Business

- a. Patty provided an update on the research symposium; Three additional students are interested in presenting (good news!). There are 45 oral presentations and 140 posters (rotated on 43 poster boards). The event is 12-6, food/beverage, databases being emailed to invite the community, a list of titles/times on the CCPS website with a handout will be provided, and Mark Hoffman is challenging student groups to attend/raise money, etc. All faculty/staff have been emailed by Mark as well. Patty shared the easel and foam core challenge. Aaron will check the Johnson Center resources and Kris/Paul each shared a resource to contact.
- b. Equity in access to workout facilities update.

Aaron will contact the Human Resource Office and obtain an update on their response to President Mantella's request to follow up on this concern. Paul shared that the Dean of Students Office is preparing a survey of students taking classes at

the Health and Pew campuses and requested that the survey also explore the access to workout facilities concern with them.

- c. Kris shared she heard some feedback (in the kick off meeting) regarding concerns with technology use and asking for specific support within the CCPS, but was not clear on the exact nature of the concerns prompting that request. Paul suggested that it might be possible to explore this question further at the winter 2020 CCPS meeting. Paul further shared this will be an ongoing GVSU focus (a President initiative, too). Paul offered to explore the FTLC grant funds as a possible support for technology in the classroom. CAC members shared experiences with evolving technology options, standards and procedures with regards to technology (ranging from not knowing how to request and easily obtain a second monitor for office, training opportunities for new software, faculty having to obtain their own adaptors to use laptops in classrooms for presenting, etc.). There seemed to be agreement that the winter college meeting should be both informational gathering, educational and inspiring.
- d. Paul had shared his discussion with the Provost office with Kris via email as to how the faculty salary adjustments for full and associate professors were determined. She shared this with the committee. The University used a national database (e.g. CUPA data) to determine mid-tier salary adjustments for the “Michigan 15”. Each rank was reviewed and for example, assistant professors in one department received a \$5,000 increase since they were below the mid-point. Associate and full professors were reviewed this past summer (combining the review at the request of President Haas before his retirement). These salaries reviews were discipline specific considerations. Kris shared her disappointment in the University not considering a faculty member’s previous review and exemplary adjustments as well, suggesting that for some faculty the use of an average standard unfairly undervalues their work while at GVSU when these adjustments are made. In other words, wiping out that appropriately recognized value and recognition going forward. Paul advised that faculty members who believe that the process was not fair as applied to them should request a compression review and that would begin by contacting their Unit Head first. Kris asked for each of us to share these minutes with assistant, associate, and full professor faculty so they are aware of this information.
- e. Paul shared the Dean’s office will speak with Unit Head’s regarding the first year CCPS salary process. Further, he is in discussion regarding succession planning support with unit head leadership, following up on the discussion from the October CAC meeting expressing concerns about the lack of succession planning. The human resource department has been contacted.

IV. New Business

- a. As a reminder, committee members with expiring terms who wish to continue on the committee will need to be nominated during the winter term and qualified candidates to fill all of the committees need to be identified. Any other person qualified to serve should be encouraged to either self-nominate or agree to be nominated. Shantonya suggested creating a database of faculty interest areas for each committee (e.g. when faculty are new, we could identify the type of committees they have interest in serving). Kris/Paul will identify positions that need nominations and create the nomination ballot for distribution.

Faculty whose terms are ending include:

1. Michelle Wooddell – University Academic Senate
2. Jennifer Marson and John Lipford, Affiliate Faculty Advisory Committee
3. Davia Downey, Campus Life
4. Allison Adams, Faculty Grievance Panel
5. Neil Buckwalter, FSBC
6. Lorie Tuma, Outstanding Service Award Committee
7. Brian Johnson, Undergraduate Research Council
8. Chris Yalda, University Assessment Committee
9. Carri Buist, College Curriculum Committee
10. Melissa Villarreal, College Curriculum Committee
11. Priscilla Kimboko, College Personnel Committee (must be tenured and from SPNHA)
12. Steve Smith, College Personnel Committee (must be tenured and from SW)

b. Other

Kris is attempting to develop templates for the CAC committee to make it easier for the future and encourages the CAC members to save the e-documents shared with them to have these templates available. Shantonya suggested this would benefit succession planning.

Kris discussed the need for a CCPS awards nominating committee. One is required for at least one university award, the CSCE Early Career Faculty Award. She suggested that the committee membership might include a faculty member who receives an award for the next year. Patty suggested the CCPS award committee representative should serve as chair of this nomination committee. Patty asked us to determine how many university awards even require a college nomination and Shantonya asked us to review what other colleges do in this process. If it is only one award, should the college even have a nomination committee. Huafang was asked to investigate the awards to answer this question for the next meeting.

Topics for the CCPS winter meeting include technology (above). Shantonya suggested a customer service training, such as she has received from Paul in the past. Although historically provided to support staff, a discussion emerged regarding faculty's perspective on this topic and other member's training experiences were shared. In discussion, other topics relevant to changing student needs, enhancing engagement, and creating more concern and care during student interactions were also mentioned. This discussion will be continued at a future CAC meeting

Adjourned 1:40pm. Minutes taken by Patty Janes, HTM.