**CLA Faculty Council Minutes**

**September 7, 2016 – Meeting #1**

Present: Keith Claybrook, Misty Jaffe, Barbara LeMaster, Justin Gomer, Dean Toji, Antonia Garcia-Orozco, Lynda McCroskey, Subrina Robinson, Jessica Russell, Raven Pfister, Elizabeth Dahab, Kate Chen, Ilan Mitchell-Smith, Eileen Klink, Monica Agandoña, Linna Li, Dmitri Sidorov, Christine El Ouardani, Kim Walters, Michael Ahland, Malcolm Finney, Marcy Lascano, Patrick Dieveney, Darin Dewitt, May Ling Halim, Jim Miles, Gino Galvez, Lindsey Sterling, Gabriel Estrada, Jeannette Acevedo-Rivera, Laura Ceia, Jan Haldipur, CJ Murphy, Lori Baralt, Nicolas Bordage

1. Call to order: 3:33pm (Introduction on new CLA FC members)
2. Approval of Agenda: 3:38pm
3. Approval of May 11, 2016 Meeting #7 Minutes: Approved by acclaim
4. Reports:
5. Chairs report (Misty Jaffe) the Scholarly Intersections Grant has a few changes. Lodging to be 2 nights at CSU-type lodging at Ayres Hotel. The Honorarium has a max of $500. We are also looking for 3 additional faculty members to join faculty council executive for review of Scholarly Intersections grants. Good for new faculty members.

A new focus on supporting the public relations aspects of Scholarly Intersection Grant activities, so we ask for folks to submit a plan. The Dean at our request has approved using $1K to fund a student/graduate to organize publicity and to document these events.

Associate Dean Search—the position description is to be complete soon and sent to faculty affairs for approval. Membership on the committee includes Fac. Council Chair, 4 tenured faculty, a CLA staff member, student rep and another administrator designated by the Provost

One of the Fall elections is for the RTP CLA Committee. We need to remedy this situation with incentives, and one way to increase members on the committee is to allow for more than one representative from large departments….

We also need to provide names for PARC Upcoming reviews for several CLA departments. We will solicit those nominations.

We will look at the Ethnic Studies report and the Strategic Plan.

1. Dean’s Report (Dean David Wallace): Dean’s office has moved to KJZZ Bldg. You need to get buzzed in by Gabby, who is receptionist. This is the first new (additional) space the CLA has gotten since Wallace’s arrival. 5-6 departments will benefit from the renovations.

We hit enrollment target for Fall 2016. Thanks to Beth Manke…slightly over for transfer students and international students. We only got 6 new tenure lines this year. Of 7% raise, 1% passed on to campuses and 2% of that isn’t accounted for, so Provost Dowell approved only 40% before he left. Looks like new Provost is open to expanding the criteria used to justify the need for tenure lines. He’s open to doing a Town Hall with us. The budget is “Flat” so tenure lines way down this year.

Other news: Associate Dean for Curriculum and Personnel search will begin ASAP, the Ethnic Studies report is out—President Conoley will provide white paper on the issue.

ASI is starting a food pantry, CLA will be participating with the organization of food drives

RSCA looks stable, but no announcement to decrease that (Dean will confirm that with Provost Friday).

[Open Enrollment –policies are changing and doubling…Klink says this will be a major bargaining position—FC to ask Doug to come speak from CF]).

1. Outstanding Baccalaureate award issue: (Misty Jaffe) (As reflected in the FC minutes from May 11) 3 ceremonies and the Alumni Association gave only 2—distinguished students and distinguished alumna. There’s a banquet that hosts them. Now we have 1, between HHS and CLA we have 50% of students. Dean is working the angle that they/we will lose donors.

So, we would like to draft a resolution urging the Alumni Association to restore the 2nd award. Motion made by Finney and amended to allow the FC Exec to draft and send formal persuasive letter. Passed.

1. Elections:
2. (This meeting)
3. FC Secretary. Carol Comfort cannot serve until Spring 2017. We need to elect someone today. (Motion to approve 1st Hood, then Wallace). Craig Stone is elected by acclaim.
4. Associate Dean for Personnel and Curriculum Search Committee. Vote was conducted in the meeting and the 4 elected members are: Yamada, Shafer, Klink, Marcus
5. Need to vote for Elections Committee. We need 2 or more. Open self-nominations: Marcy Lascano, Theresa Gregor, Kate Chen, Subrina Robinson. Nominations were closed and all were unanimously elected.
6. (Post meeting to be conducted online)

1.Part-time lecturers: Nicholas is here as there are two elected at-large. We have 4 nominations through the part-time lecturers

1. Scholarly Intersections Grant Review Committee members (3 members to join FC Exec)
2. Budget Committee—urgency as we need committee to approve departmental budgets and travel funding. We need to fill 5 positions Faculty Council and the Dean will propose candidates and the slate will be voted on. FC will solicit nominations from the faculty at large.
3. Public Relations Committee Report: (Chris Karadjov) PR Initiatives:
	1. We have workshops on WordPress. Gary Wachowski says there are new changes. We schedule those 10-12 Fridays starting next week. Usually LA4 Bldg. Each department needs to be represented to be sure your website is fine. Faculty and Staff welcome
	2. PR events—Scholarly Intersections events and others. We are building in funding this year via assistant—Ted Talk –we will work with organizers of 5 of these so it shows high impact and goes on the department and the CLA websites. Issues of accessibility (subtitling etcetera). It should be noted that Interpreters need two weeks advanced noticed for events. This is part of our Strategic Planning. Chris K. can provide information about training for Zoom and Google Hangout to video capture events.
	3. PARC : Laura Cea mentions that additional CLA members are sought because the CLA elected representatives to PARC do not review CLA departments. The additional members serve in an advisory role in order to make sure that someone on each committee has college-specific expertise.
4. CLA initiative: extension of Spring ’16 retreat—events/workshops on pedagogy, diversity, intersectionality. Brainstorming: name; format; participation; oversight.

Retreat ideas—Inclusive Excellence. This was in a workshop format. (Discussion of this ensued on the FC floor) This was a great opportunity to showcase the President’s initiative, Inclusive Excellence, and [we] think we should carry forward this momentum. Perhaps a workshop series or two hour events (1 per term). We could have concurrent sessions. For CLA, but also for the university!

Brown bag (Jessica Russell) workshop topics…ask people to propose topics…take ideas of retreat with goals/actionable—so distinct skillsets can be utilized, then report back. Pedagogy, Diversity, intersectionality, and… (Craig Stone) Dean of Ethnic Studies at SF STATE has a different model for incorporating Ethnic Studies into general education and curriculum and would be a great speaker for the retreat.

Idea to create lectures like the Faculty Supper model that would include pedagogical intersection topics pulled out of the strategic plan. Folks who are interested and want to be involved with these efforts should contact Misty.

1. Meeting adjourned at 4:59pm

Draft Minutes Prepared for the CLA FC by L. McCroskey and Craig Stone