

Eastern Michigan University  
College of Arts & Sciences  
College Advisory Council Agenda  
9 March 3:30-5:00 p.m.

Attendance: Melissa Jones (WGST and Chair), Grigoris Argeros (SAC), Peter Blackmer (AAAS), Philip Cardon (SAD), James Egge (Dean's Office), Chris Gellasch (G&G), Jason Gibson (M&S), Katy Greenwald (ENVI), Dana Heller (Dean), Heather Holmes (Chem), Debra Ingram (Dept Head M&S), Marianne Laporte (Bio), John McCurdy (H&P), Rusty McIntyre (Psych), Julian Murchinson (DH), Biswajit Panja (CS), Barry Pyle (PS), Jonathan Skuza (P&A), Amanda Stype (Econ), Annette Wannamaker (Engl), and Jamie Ward (CMTA)

I. Jones called the meeting to order at 3:35pm.

II. Argeros moved and Holmes seconded to approve the minutes of January 26, 2023. Motion passed 13-0-2.

III. There was no old business.

IV. Subcommittee Reports. Holmes presented the Science Subcommittee report of February 9, 2023. The report was approved 12-0-3.

Blackmer presented the Arts Subcommittee report of February 9, 2023. McCurdy moved and Gellasch seconded to separate out the Preservation Studies graduate certificate and MS. The motion passed 14-0-1. Skuza moved and Holmes seconded to approve the remaining report. The motion passed 14-0-1.

Discussion ensued about the Preservation Studies graduate certificate and MS. Argeros moved and McCurdy seconded to leave the Preservation Studies graduate certificate and MS on the table, so that G&G could further consult with SAC. Discussion ensued. The motion failed 1-4-10.

McCurdy moved and Gellasch seconded to approve the Preservation Studies graduate certificate and MS with the requirement that a letter from SAC be uploaded into Curriculog in support of the changes. Discussion ensued. 13-0-2.

V. There were no elections.

VI. Personnel Subcommittee. Jones presented the updated GA Allocation Report. The Graduate School gave back 5.5 GA lines that had been lost, so the subcommittee went back to metrics and reassigned accordingly. The subcommittee assigned 1.0 line to the Dean's Office to support the Undergraduate Symposium. The remaining 4.5 lines were divided and 0.5 were assigned to PSY, BIO, MUSD, ARTD, SAC, H&P, PLSC, CMTA, and AAAS. McCurdy moved and McIntyre seconded to approve the report. The motion passed 14-0-1.

VII. Budget Subcommittee. Jones presented on the Graduate Coordinator Allocation Report. The subcommittee assessed the work of graduate coordinators, and concluded that the amount of coordinators' work increased with the number of students. The subcommittee recommended that graduate programs with 1-4 students, there should be no release; for programs with 5-9 students, there should be a one-hour release; for programs with 10-24 students, there should be a two-hour release; for programs with more than 25 students, there should be three-hour release. Discussion ensued.

The course releases per semester metric in the report should be removed. A question was raised about whether the releases should be by department or by program. There was also a question about if these releases could be banked toward a future course release. Another comment was that admissions should also be considered as part of coordinators' work. There was a question about how this would affect the total number of releases in the college. The subcommittee has considered this, but is still working on an answer. The Economics Department wonders if there is a way to consider summer compensation in addition to or in place of release time. There was a question about whether using the number of students would be the easiest way to calculate release time. There was a question about how this would affect the CAS budget, and a concern that releases awarded to coordinators might affect releases elsewhere in the college. The subcommittee is trying to make the releases more equitable, despite the fact that the Dean's Office is looking to reduce the budgetary impact of releases. There was a question about how the number of graduate students would be calculated. The subcommittee is also trying to identify departments that pay PTLs to perform coordinator work. There was a suggestion that accreditation also be considered in assigning release time. The subcommittee is also considering standardizing graduate coordinator work as its tied to releases. There was a question about whether additional responsibilities like teaching education would also be considered.

VIII. There were no deans' remarks.

IX. Chair's Remarks. Jones stated that department heads currently have received information for Faculty Position Requests. Dean Heller needs all requests by March 20. The Provost needs them by April 11.

X. Faculty Remarks. Holmes raised a concern about classroom safety. Faculty keys do not lock doors and all classroom doors open out. She and other faculty do not feel comfortable in the classroom. She would like CAC to recommend that Faculty Senate bring this issue to the Provost as soon as possible.

Blackmer reminded people that there are upcoming focus groups for the CAS Reorganizational Task Force. He also noted that departments should expect calls from the dean for input.

XI. Jones adjourned the meeting at 5:08pm.

Respectfully submitted,  
John G. McCurdy