Eastern Michigan University

College of Arts and Sciences, College Advisory Council

Minutes: October 12, 2023

STRONG 103

Attendance: Melissa Jones (WGST, Chair), Marisol Garrido (WL), Jason Gibson (MATH/STAT), Katy Greenwald (ENVI), Dana Heller (Dean CAS), Heather Holmes (CHEM, Secretary), Debbie Ingram (MATH/STAT Dept. Head), Caralee Jones (AAAS), John Koolage (HIST/PHIL), Marianne Laporte (BIO), Julian Murchison (SAC Dept. Head), Deron Overpeck (CMTA), Biswajit Panja (CS), Eric Portenga (G&G), Jonathan Skuza (PHY/ASTR), Nick Smith (MUS/DAN), Amanda Stipe (ECON), Tom Suchan (ART), Annette Wannamaker (ENGL)

1. Call to Order at 3:31 pm

2. Approval of Minutes – September 21, 2023

   a. Moved by Heather, seconded by Tom, passed 10-0-1

3. CAC Elections

   a. Arts Nominee: Personnel - Deron Overpeck

      i. Moved by Heather, seconded by Amanda, passed 12-0-0

4. Elections (can be faculty outside of CAC): need alternates for each

   a. Grad Council (2-year term): Arts, Sciences
   b. SRA (meets in fall semesters): Arts, Sciences
   c. FRF/Sabbatical (meets in winter semesters): Arts, Sciences

   There were no nominations from the CAC.

5. Review/Approval

   a. Statement in Response to College of Education Proposals

      i. COE wants to work together with us to make this work and get the credit hours down to 120. An extra 30 days would give us time to put together a consensus proposal, which would be a starting point for negotiations. A 30 day extension will be approved by Evan.

      ii. Can we get a status report about the IS proposal? Is someone currently working on it? They may be at a standstill. We will invite some or all of the four department heads and faculty members to the next Sciences subcommittee meeting. Will communicate by email to arrange this.

      iii. There isn't an input structure in place for the IS program (e.g. a departmental Instruction committee).

      General Comment: When there is a guest at CAC meetings, we should explicitly state who the guest is and why they're there.

    b. CAS Input Document
      i. The CAS ID was updated, and a final draft will be sent to us before we vote on it.

6. Standing Subcommittee Reports
    a. Arts (05 October): Chair, Melissa Jones
      i. Move to bundle the following from the Arts Report;
        1. Marianne, seconded by Deron 12-0-1
        2. LTEC - 335 - Digital Tools and Strategies for Effective Teaching
        3. LTEC - 476 - Essentials of Online Teaching
        4. LTEC - 240 - Exploring the Digital Classroom
      ii. Move to vote on the Arts subcommittee report after the separation of LTEC proposals.
        1. Marianne, seconded by Deron 12-0-1
      iii. Move to table the LTEC proposals
        1. Marianne, seconded by Deron 11-1-0

      iv. Secondary Education English [BA]
        1. A concern was raised that we're approving parts of the Secondary Education program without looking at the entire picture, and we may be setting ourselves up for additional problems when other programs try to move forward with their Secondary Education programs.
        2. The CAC wants to make sure that sending the following proposals forward now does not set a template for other programs, because

the courses and program in their current form may not work for other departments.

    a. ENGL - 202 - Secondary English Language Arts Curriculum Methods Lab

    b. ENGL - 302 - Secondary English Language Arts Disciplinary Literacy Lab

    c. Secondary Education English [BA]

3. We should have a procedure to deal with the situation when one college says "We're adding more credit hours to a program so you need to drop yours by 9." We need a process for how to deal with this in general, to avoid some of the issues we're facing now (approving proposals piecemeal, and conflict over hours).

b. Sciences (05 October): Chair, Heather Holmes

    i. Move to separate the following from the Sciences minutes, 12-0-0

        1. LTEC - 240 - Exploring the Digital Classroom

        2. LTEC - 335 - Digital Tools and Strategies for Effective Teaching

        3. LTEC - 476 - Essentials of Online Teaching

        4. [Teaching and Learning (with Secondary Certification)](#)

    ii. Move to table 1-4 above (LTEC and TL) 14-0-0

    iii. Move to approve the remainder of the Science subcommittee minutes 14-0-0

7. Discussion

a. CAS Faculty Consultants Reorganization Report: Report has been circulated.

    i. See Dean's Remarks.

8. Elected Subcommittee Reports

a. none given

9. Dean's Remarks

a. At the beginning of this process 2.5 years ago, a committee of 6 administrators and 6 faculty members did a lot of research and put together three models for reorganization that were to be used as a starting point for talking about what a

reorganization would look like. At present, there are 18 units in CAS that are headed by an administrator. Some of these are large (25 people) and some are small (2 people). One thing the initial models all have in common is that they reduced the number of units in CAS, and therefore reduced the number of administrators.

The next step in the process was forming a committee of faculty consultants, who collected and analyzed feedback from various groups that have an interest in the reorganization (and notably made it a priority to include voices that wouldn't typically be heard). The report that was released recently is a summary of their work, and contains suggestions for how to move forward. In the report, they present Hybrid Model 4, a visual representation that combines the portions of the original models that seemed to be favored by the interested parties.

Hybrid Model 4 is NOT going to be implemented. It's another step on the way to reaching a workable reorganization plan, but there is more to be done. All of the models so far have been moving toward a structure that has fewer units with a more balanced size-distribution, and a number of other things that seem to be agreed on by most of the stakeholders.

b. There is more discussion ahead of us
   i. The Heads of departments and programs have requested input. They stressed that it's important to hear their thoughts, because most faculty members don't know all of their responsibilities or fully understand how departments might be impacted by changes to the administrative structure.
   ii. Other potential voices we might want to hear include the Provost's office and the AAUP.
   iii. A new process will be needed to decide on what other groups will be heard, and how the feedback will be collected and analyzed. .
c. Concern: Any reorganization will affect the composition of the CAC, and departments don't want to lose representation. Response: Departments aren't going away, and representation doesn't have to change. Emphasis: *No department or unit will be forced to lose its current status - this has been stated since the*

beginning. It is possible to have models that leave budgets and representation intact, yet still result in fewer total administrative units under CAS. The model aggregates departments under an administrator, but rather than having those units be of all different sizes, there are fewer units of relatively equal size. Departments would still be departments, budgets wouldn't be combined, and departments would retain their representation. Clearly emerging from the data is that people want a reduction in the number of administrators, and an increase in supportive staffing.

d. Concern: The input structure itself is problematic because some departments of 25 get one vote, and some departments of 2 get one vote. The workload of the APs is very different because of the different sizes of the departments.

e. Question: Is there a timeline in mind? Response: If the end result is a college wide vote on how to move forward, that should not be this academic year. It should be next, 2024-2025. In order for that to happen, we need to have something very detailed for people to vote on (e.g., the exact structure of the new units in CAC).

f. What is the next step in the process, and what role does the CAC want to play?
   i. The CAC has been a partner in these discussions, and we feel like we should be involved moving forward.
   ii. Maybe the CAC should craft a thoughtful response to the report?

g. An unrelated piece of news: The CAS Faculty Development Program will be receiving some money from Game Above. Details will follow.

10. Adjourned at 5:02 pm - send faculty or chair remarks by email.