

**Meeting Summary**  
**CALS Faculty Association Executive Committee**  
**March 20, 2012**  
104 Hutcheson Hall

**Attendance:** Renee Boyer, Erik Ervin, Joe Guthrie, Holly Scoggins, Achla Marathe, Alan Grant

**Approval of Agenda**

**Approval of Previous Meeting Minutes: February meeting minutes were approved.**

**Treasurer's Report:**

- No changes in the account balance since December. Achla wrote a cheque of \$92 to Joe Guthrie who paid the VT Inn bill for Dr. Gary Moore's upcoming stay.
- Joe pointed out that the money from the Departments and CALS to the CALSFA fund will be kept in the Foundation account. Reimbursement for the expenses can be requested for specific events/bills e.g. teaching award, seminar lunch etc.

**Dean's Report:**

- Governance Council: Sheila is gathering information on the college governance council members and the most recent chairs of the committees. She will schedule a meeting in May. The council will decide what committees and structure to put in place. Do expect to have a working Governance Council by the beginning of the new academic year.
- University long range planning document went through review and adjustments. The VT board of directors will meet regarding this and post a copy on the university website. It is expected to be completed by the new academic year.
- Strategic planning: The first listening session was better attended than the second session. The strategic planning process is ongoing and moving along.
- The 5 year review of the two CALS department heads is ongoing.
- Budget: Not seeing cuts so far in the state budget. Extension will likely get 0.5 million.
- There is some talk about raise and bonus this year but nothing is clear yet.

**Committee positions to be filled:**

Joe reported that there are several open positions in various university committees. Susan Sumner and Saied Mostaghimi will consult on surfacing candidates to be elected to be the CALS representative on the Commission on Graduate Studies and Policies where Kumar Mallikarjunan's 3 year term expires this year. Joe has agreed to be nominated to replace Erik as the CALS Faculty Association Officer on the University Advisory Council on Strategic Budgeting and Planning. Erik's 3 year term on that committee expires in 2012. Also, Renee Selberg (HNFE) was been selected to replace Alan McDaniel for a 3 year term on the University Curriculum Committee for Liberal Education.

**Old Business:**

- Spring Professional Development
  - a. Dr. Gary Moore from NC State will talk on March 22<sup>nd</sup>.
  - b. We have the VBI auditorium reserved from 11-1.
  - c. Tentative schedule

- i. 11:30 – 12:15 – talk
  - ii. 12:15 – 1:00 – reception and lunch
  - iii. 1:00 until – clean up
- Achla will arrange lunch and Renee will help if needed. Achla will call Kroger at South Main and order sandwiches, bottled water, chips, cookies and disposable plates and napkins for 40 people.
- Each of the CALSFA members will put seminar flyers in their respective buildings and some other CALS buildings that are easily accessible to the members.
- CALSFA representatives met with several CALS department to give them an update on CALSFA work.
- Holly reported that there is a new CALSFA website that can be accessed from the CALS website. The meeting minutes of CALSFA meeting will be posted there and the college will maintain the site.

**Future Business:**

None discussed

*Prepared by Achla Marathe, 3/20/2012*