**CALSFA executive committee meeting**

Meeting Minutes

Date: December 9, 2014

Location: Hutcheson 104F

Present: Holly Scoggins, Andrew Neilson, Sam Doak, and Catherine Larochelle

Absent: John Vest

Andrew Neilson called the meeting to order at 8:40AM

No Dean’s Update

Old business

1. The minutes from August and October were reviewed and approved.
2. Holly reported on the peer review of teaching workshop:

-A total of 15-16 people attended the workshop.

-The College will have new policies on peer review of teaching.

-There is a need for additional guidelines for online classes.

-Peter Doolittle has a workshop for the department where he provides training for peer review of teaching. He presents guidelines that would make it easier for reviewers to provide feedbacks to those being evaluated. He will provide training to the reviewers in the spring.

New Business

 a) We need to move ahead in January with nominations for the CALS and university governance positions. Susan (?) could design and share an online survey with CALS faculty in order to get nominations.

b) Should we plan an activity for St-Patrick’s Day?

Potential locations: HABB1, Stadium (but there is a large fee), Bull and Bone, Hahn Horticulture garden.

We would need a permit from ABC permit. Permit for tasting vs. selling if we decide to sell what has been brewed by the College.

Meeting was adjourned at 9:20AM

Submitted by Catherine Larochelle