**CALS Faculty Association Executive Committee**

Meeting minutes

Date: August 19, 2014

Location: Hutcheson 104F

Present: Holly Scoggins, Alan Grant, Andrew Neilson, Catherine Larochelle, and John Vest (over phone)

Andrew Neilson called the meeting to order at 8:30AM.

**Dean’s updates**:

Classes will start this coming Monday. Greater students enrollment in our College this fall than usual. There are 120 additional freshmen, 140 transfer students, 74 new students in the agricultural technique program, and about 500 new graduate students.

Tenure-track faculty members are also growing; 14 new tenure-tack faculty members started this August. Six additional tenure-track positions will be made available this coming January.

Research awards are up for 2014: 55 millions as of August, which represents an increase of 37%.

The capital project is progressing. Work is currently being done on the site and the building will go up soon. Phase II will be delayed due to lack of state funding. Possibilities of making temporary arrangements such that Phase II can start.

Governor has announced the state budget. There will be a shortfall of about 800 million this year. Cuts are expected at the University level.

5-year review of (3 or 4) administrators is coming up this academic year. The names of the administrators concerned will be announced soon. CALS faculty members are expected to serve on the evaluation team. Last year, 8 periodic reviews were completed. The process went well, providing great feedbacks to the administrators.

**Faculty orientation:**

The CALS faculty orientation is on August 24th. Two tenure-track faculty members are needed to give a presentation on how to be a well-rounded faculty. Andrew Neilson will be one of the two speakers. Holly or Sue is likely to be the second faculty member presenting. Andrew mentioned that the importance of developing and updating one’s tenure-track dossier should be highlighted during the faculty orientation. The new faculty members should also be made aware that it is their responsibility to get feedbacks on their dossiers (in the case that the department does not already provide feedbacks).

**Bylaws:**

Officers’ duties need to be added to the bylaws. Andrew will create and share a Dropbox file with the group such that all can update the bylaws. Once the document is completed, an electric vote will be held in order to approve the new bylaws. Once bylaws are approved, they will be uploaded to the CALSFA website. Use this opportunity to update other sections of the website.

**OktoberFest in Hahn Horticulture Garden:**

We need to pick a date and reserve the band (Sauerkraut). Reservation should be made about one month in advance.

Holly mentioned that Oktoberfest is a lot of work for garden staff. We need volunteers to help with setting up the site (tent, tables, and chair). Oktoberfest raises money for the Food and Science Club, and thus we could seek undergraduate and graduate students to volunteer for the event.

Meeting was adjourned at 9:15am.

Submitted by Catherine Larochelle