# Council of Chairs and Directors – General Meeting

April 3rd, 1-2:30pm

Location(s): JSSB 400 and

[Teams](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_ZTdkYjFmNjQtMDQ2Zi00MmE5LTk0MjYtY2UzM2I4MjlkOGQw%40thread.v2/0?context=%7b%22Tid%22%3a%2203309ca4-1733-4af9-a73c-f18cc841325c%22%2c%22Oid%22%3a%22d2ebc670-22ef-4315-97a7-02206e866203%22%7d) (Meeting ID: 246 166 385 361 Passcode: MS3baY)

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| **Topic** | **Presenter(s)** | **Min** | **Comments** | **Voting Item?** |
| Welcome & Announcements | Jess  | 5 | Lunch & Leveraging our Network Sessions  | No |
| SPAC | Liza Larsen | 15 | Improved Support for grants | No |
| Faculty Employment Handbook  | Corey  | 20 | Final Review & Vote of FEH proposed changes (proposal sponsor reps Cath, Chalane, Devika will be available for questions/comments) | Yes |
| Strategic Planning Pillars | Meredith Jeffers | 15 | Updates on Spring Student Success Implementation & Planning for Fall 2024 | No |
| Update & Req for Feedback from Director of General Studies | Todd Laugen (joins at 1:40) | 10 | FYI: Colorado General Education Credentialing Task Force on new GenEd Credential proposalReq for Feedback: proposal to add an IT requirement to the General Studies Program, Todd will provide link to form | No |
| Committee Report Outs/ Current Topic Discussion  | All committee members who represent CoCD | 10 | See committees below | No |
| Council Member Networking & Discussion about topics for luncheons  | Jess  | 15 | Provost funds to sponsor luncheon where we will host session addressing areas of Leadership, Management as Chair, Systems Chairs must master at MSU Denver | No |

**Welcome and Announcements – Jess Retrum**

* Provost is funding a Chairs Luncheon Series for Professional Development
* Recruiting for Roadrunner Academy Advisory Group (2 minimum, all are invited!)
* TCA 101 for Approving faculty (New or Old)- Tamara McCool- Assistant Registrar, Transfer Operations, has scheduled a training for advisors and faculty & chairs are welcome! April 25th at 11

**SPAC – Liza Larson**

* SPAC manages post-award fiscal compliance
* Resource challenges in the office, in particular with personnel vacancies
* Response time has lagged as a result
* Permanent positions have now been filled
* Workday has also been a huge problem, working with external consultants to assist
* See slides for:
	+ Organizational Chart
	+ SPAC Team responsibilities
	+ Areas of Action

Question: What invoices are Chair’s responsible

Answer: Supplier Invoice Requests (SIR’s)

Question: Money disappeared during Workday transition. Has this been resolved?

Answer: Transferred budget halfway through the year, and mostly went ok. Banner FOAPs to Workday worktags did have a hiccup. This was not common, but some funds did not get aligned with the right grant.

Question: Have had difficult communications with your office, then get hand slapped later when we didn’t receive feedback or a response from you. Lost funds too

Answer: The tone of our communications are important. Apologies for that.

Question: Echoing frustration over lack of response when asking questions about missing funds. Can’t reconcile the accounts, and need our emails to be answered

Answer: SPAC does not manage study abroad funds, but the person who was managing those funds has been terminated due to a performance issue

Question: Too much access in Workday, need functional access rather than a “blank check”

Answer: Will look into this

Question: Why is SPAC separate from OSRP and IRB?

Answer: This is institution specific

SPAC office hours or TEAMS chat Liza if you need something

**Faculty Employment Handbook Changes**

* Votes are not binding, represent a temperature gauge for our representatives at the meeting. President has final decision.
* Diversity Task Force Changes to Teaching, Scholarship or Service
* Scholarship Vote – 24 Yes,1 No, 3 Yes with friendly modifications
* Service Vote – 13 Yes, 0 No, 12 Yes with friendly modifications
* Teaching Vote – 20 Yes, 0 No, 8 Yes with friendly modifications
	+ Friendly Amendment passed at faculty senate around service because it shouldn’t be required to complete service in all areas and current language is a bit unclear on the AND / OR on the categories. Should be department dependent.
	+ Question about if Provost office will be doing some training around handbook changes
	+ Answers: Yes, new faculty fellow who will be engaging in pedagogy trainings around some of these changes. Trainings are also part of the supplemental documents in the proposal
* Disciplinary Appeals Change – 24 Yes, 0 No, 4 Yes with Friendly Modifications
* Office Hours Proposed Change – 23 Yes, 4 No, 2 Yes with Friendly Modifications
	+ Question: Office hours are going to change based on number of credits taught. Sciences have non-round numbers sometimes. Will that be addressed. Should CAT II still have five hours since they are teaching more?
	+ Answer: Credit hour based on students credits not contact hour. No distinction between CAT I and CAT II so max is 4 regardless.

**Strategic Planning Pillars – Meredith Jeffers**

* High level analysis at last President’s Cabinet
* Recorded PowerPoint Slides as well
* See slides in chat
* Strategic Plan website being updated by Andrea Smith
* Complete College America Cohort Program supporting our strategic planning and OKRs
* Revising data requests and access
* Hoping to hold open forums for strategic planning for the rest of the semester for planning, feedback and historical mapping twice a week, but still waiting to get some rooms reserved.
* Questions from Meredith – Feedback on website, on slides, complete college American grant, forums, or CLAS access for chairs, seeking to streamline processes and ensuring efficiencies and usefulness. Want to make sure we addressing the issues that need addressing
* As we chart the path forward…how can chairs be better involved?

**General Studies – Todd Laugen**

* Relevant documents were sent by Jess
	1. GE Council has idea for a General Education credential that students could transfer along to any high ed institutes in Colorado
* Proposal has 21 credits our GS program has 33
* Some key differences
	+ No Oral Communications requirement
	+ 7 instead of 6 Natural and Physical Sciences
	+ No Global Diversity Course
	+ 1 fewer course in social and behavioral sciences
	+ CU and CSU has already said no to this proposal
* Generally, folks who spoke up were not in favor of this proposal, please give more feedback on the form in the chat

II. Another proposal of a possible digital literacy requirement either within the General Studies program or independent from General Studies (rough draft was shared)

**Committee Report Outs**

UPBAC meeting this Friday April 5th – Academic Affairs budget will be shared at the meeting and there is a remote option

Holiday calendar is overwhelming option A, 5 year calendar forthcoming

**Council Member Networking and Luncheons**

* Funds for lunch and networking opportunities
* Ideas for an August retreat before the semester begins, followed by some luncheons and workshops.
* Feedback at the next meeting to craft these ideas

**Upcoming meeting:**

o Next CoCD Full Meeting is May 1st, 1-2:30pm in SSB 400 or on Teams

**Adjourn:** Thank you for all you do!

**Guests:**

Liza Larson

Todd Laugen

Marie Mora

Cath Kleir

Devika Banerji

Sam Jay

Meredith Jeffers

Feng Jiang

**Attendees:**

Jennifer Gagliardi-Seeley

Andrea Borrego

Greg Clifton

Chad Harris

Chalane Lechuga

Eric Olson

Lisa Badanes

Maria Akrabova

Andrew Bonham

Sara Jackson

Ford Lux

Rob Preuhs

Jessica Rossi-Katz

Jess Retrum

Alex Padilla

Deanne Pytlinski

Theresa Buxton

Henc Bouwmeester

Ted Shin

Tricia Hudson-Matthew

Rachel Sinley

Abel Moreno

Steve Beaty

Matt Mackley

Caleb Cahoe

Steve Beaty

Jacob Welch

Anahi Russo Garrido

Corey Sell