# Council of Chairs and Directors – General Meeting

May 1st, 1-2:30pm

Location(s): JSSB 400 and [Teams](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_YmQ0NjEyOTgtNzEyZi00NDQ2LWIxYjEtNzRhMzk1NDhhZDVk%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)

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| --- | --- | --- | --- | --- |
| **Topic** | **Lead** | **Min** | **Comments** | **Voting Item?** |
| Welcome  | Jess  | 5 |  | No |
| Laneika Musalini, Ed.D., Director of the Office of Sponsored Research and Programs |  | 10 | Present supports and initiatives coming out of OSPR | No |
| Roadrunner Academy & Roadrunner Faculty Collaboration | Jess & Cath | 10 | Jeff Loats – Request for recruiting two chairs Roadrunner Faculty Academy Advisory Group  | No |
| Networking and Feedback Session: Chair Retreat, Topics for Luncheon Workshops | Jess & Cath | 30 | Network Sessions- Small Groups, Get to know you, OFA Proposal & Leveraging our expertise | No |
| Department Chairs Toolkit, request for feedback | Tracey Verhasselt | 10 |  | No |
| Executive Committee Membership & Agenda setting for AY 24-25, Committee membership (see below) | Jess | 15 | Are the SSL reps still needed | No |
| Learning from Peers re: retention + | Matt M + others | 10 |  | No |

**MSU Denver Community Collab – Kelly Evans**

* August 23rd, 2024
* Kickoff the school year, welcome back
* Designed to be more engaging.
* For faculty and staff for community building and leadership development
* Website with event details (https://www.msudenver.edu/msu-denver-community-collab-summit/)
* Morning or Afternoon sessions
* Please try to block calendar and attend.

**OSRP – Laneika**

* Launched listening tour in March, open to meeting with other departments not yet visited to discuss OSRP services and processes.
* Rag Mag published by OSRP, all things grant related for MSU Denver
* Pre-award flow chart available on OSRP website
* Developing a PI training module for grants with spring 2025 launch goal

**Roadrunner Academy/Roadrunner Faculty Collaboration– Jeff & Cath**

* Trying to establish an advisory group for the roadrunner academy for first-year faculty.
* Wants to ensure chair voices are involved.
* Asking for one or two chairs to be involved – roughly 15hours of meetings over the summer for fall planning of the roadrunner faculty academy.
* Also asking for chairs to serve on the advisory committee during the academic year to plan and check-in on roadrunner academy programming.
* If more than two chairs are interested, that is ok too.
* Many assessment measures are already in place that will be used as springboard moving forward.
* Eric and Roland volunteering to join!
* Roadrunner faculty collaboration is meant to be a faculty mentoring program.
* Designed to be group mentoring structure
* Address “post-tenure blues”
* Leaders will share their own expertise, followed by collaborative discussion
* Topics may include:
	+ Grants
	+ RA’s, TA’s, LA’s and undergraduate research
	+ Sharing on-going scholarly activities
	+ Internal Opportunities around HIS/MSI or equity and inclusion initiatives
* First meeting will be in October 2024
* Part-time faculty are also welcome

**Chair Retreat, Luncheons and Workshops – Cath & Jess**

* Lack of general support for new chairs and for systems and processes that are rapidly changing.
* Need for support amongst chairs too.
* Retreat is August 6th, 2024
* Break-Out group discussions to get to know each other and discuss potential topics
	+ How did you become chair?
	+ Best advice for new chairs
	+ Feedback on workshop topics at luncheons prior to CoCD monthly meetings next year
	+ Suggestions:
		- Handling student complaints
		- Addressing faculty morale
		- Rebuilding community
		- Understanding budgets
		- Summer schedule
		- Making public statements on the campus protests
		- Workload equity issues
		- Online and FTF teaching perceived disparities.
		- Dealing with the shifting priorities of upper administration
		- Strategic planning
		- Cultural identity of the department and institution
		- New dept. chair orientation of information to prospective chairs
		- SRIs and department guidelines
		- Writing portfolio narratives

**Chairs Toolkit- Tracey**

* Faculty affairs has been charged by President to provide tools for hairs so that can envision the big picture and develop leadership opportunities.
* LEAD process improvement project was to develop a chairs toolkit
* Surveys, data and other schools used to inform development
* 18-topics in the toolkit
* Website is still in beginning stages, hoping for an August 2024 launch
* Some discussion about where this would reside (on the faculty affairs website, a Canvas Shell, sharepoint).

**EC Memberships and Agenda Setting for AY 24-25 – Jess**

* Ted new representative for Steve next year
* No update on Adrianna’s representation
* Ideas for topics next year: Peer institutions and hiring, SRIs, EDW, budgeting, chair compensation, administrative workload, hiring practices.

**Upcoming meetings:**

* Chair Retreat August 6th, 2024
* AY 24-25 CoCD Full Meetings will be held the first Wednesday of the month August 15-May 15, 1-2:30pm in SSB 400 or on Teams

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

**Executive Committee 23-24**

*Officers*

**Jess Retrum**, *President* (Social Work, College of Health and Human Sciences rep) jhaxton1@msudenver.edu

**Eric Olson**, *Vice President* (Rita & Navin Dimond Department of Hotel Management, School of Hospitality rep) eolson23@msudenver.edu

**Lisa Badanes**, *Secretary* (Psychological Sciences, CLAS, Division of Math & Science rep) lbadanes@msudenver.edu

*Members*

**Steven Beaty** (Computer Science, College of Aerospace, Computing, Engineering and Design rep) beatys@msudenver.edu

**Greg Clifton** (Accounting, College of Business rep) gclifto4@msudenver.edu

**Adriana Nieto** (Chicana/o Studies, CLAS, Division of Humanities & Social Sciences rep) anieto1@msudenver.edu

**Corey Sell** (Elementary Education, School of Education rep) csell2@msudenver.edu

**Jacob Welch** (Theatre and Dance, CLAS Division of Fine and Performing Arts rep) jwelch25@msudenver.edu

**Council of Chairs and Directors Committee Representatives 23-24**

University Planning and Budget Advisory Council (UPBAC)

* Andrew Bonham
* Deanne Pytlinski

*Andrew and Deanne will provide regular post meeting updates to Greg Clifton as the main Executive Committee member contact. Andrew will represent CoCD by serving as our voting member and seek feedback from EC or all CoCD as needed.*

Faculty Handbook Committee

* Adrianna Nieto
* Jacob Welch

University Policy Advisory Committee

* Jacob Welch

Faculty Senate Academic Policies Committee

* Chris Jennings

Data Integrity Governance Team (DIGiT)

* Andrew Bonham

Faculty Diversity Task Force

* Chalane Lechuga

Transfer Pathways Committee

* Vacant

Graduate Council

* Andreas Mueller

Veteran Military Advisory Council

* Rachel Sinley
* Eric Olsen
* Chris Jennings

**Guests:**

Cath Kleir

Lanieka Musalini

Tracey Verhasselt

Kelly Evans

**Attendees:**

Eric Olson

Brandon Matthews

Eric James

Chris Jennings

Jennifer Gagliardi-Seeley

Roland Schendel

Greg Clifton

Mark Yoss

Chalane Lechuga

Lisa Badanes

Maria Akrabova

Andrew Bonham

Sara Jackson

Ford Lux

Jessica Rossi-Katz

Jess Retrum

Alex Padilla

Deanne Pytlinski

Theresa Buxton

Henc Bouwmeester

Ted Shin

Rachel Sinley

Abel Moreno

Steve Beaty

Caleb Cahoe

Jacob Welch

Anahi Russo Garrido

Corey Sell

Sally Baalbaki-Yassine

Andrea Borrego