## Summary – October 11, 2018

* Oct 15: Sabbatical Leave and DIP department commentary due.
* Oct 16: Equity in Community Engagement: Identifying Barriers to Student Success, 9-10:30 am, Library 209.
* Oct 16: Advising Best Practices for all faculty. Training sessions offered by ACAC and CTL groups. Register [here](https://docs.google.com/forms/d/e/1FAIpQLSfDZmEk0AH-ulGLV9qnw2iQORo_6b23NDFYCkdKyD36AH27OA/viewform). Alternate sessions offered on Oct. [18](https://docs.google.com/forms/d/e/1FAIpQLScaLKQgpALjBLpd8qsgJZODcFWV75pxokXzAvA3OB-mzSiOkw/viewform) &[19](https://docs.google.com/forms/d/e/1FAIpQLSfTwL8adbcxxfVHar5rCcf5d5x1R4INWBcm7tVWtL4DIlW2kg/viewform).
* Oct 17: Diversity & Inclusion Strategy Seminar, Library 209, 11 am.
* Oct 18: Deadline to finalize spring 2019 schedule.
* Oct 19: Spring schedule available online.
* Oct 22: Faculty advising begins.
* Oct 26: Fall Preview 2018
* Oct 29-Nov 2: Campus Dialogue on Race. Event schedule is listed [here](http://dialogue.humboldt.edu/dialogue-events). Dale encourages attendance.
* Call for [nominations](http://aavp.humboldt.edu/hsu-distinguished-faculty-awards) for 2018/19 Distinguished Faculty Awards.
	+ Excellence in Teaching Award– Lecturer
	+ Excellence in Teaching Award– Tenure-line faculty
	+ Scholar of the Year
	+ Outstanding Service Award
	+ Outstanding Professor Award

The letter of nomination and supporting evidence are to be sent *electronically* via email

to senate@humboldt.edu by **January 16, 2019**.

## Advising

The topic of a new advising structure for students on academic probation was discussed and the need for faculty training once the new structure is in place. Dale Oliver agreed to follow up with Rock Braithwaite for more information on this topic.

## Substitute Faculty

Dale Oliver confirmed that the college has a small amount of funding to cover the cost of substitute faculty needed for those faculty who must be away for illness or family care. If faculty are away for professional reasons, it is up to the individual faculty member to either provide on-line or other independent learning activities, or to find a colleague to voluntarily fill in. Of course, there may be exceptional circumstances, but the college must prioritize substitutes for illness and family care.

## Enterprise

University bus drivers recently met with University Senate to discuss the shortage of bus drivers county-wide and discussed the need to increase hiring. Discussion ensued with the consideration of developing a student bus driver pool within the CNRS and the ongoing issue of bus drivers needing to be 25 years or older to drive 12-15 packer vans. Dale Oliver agreed to seek clarification on the age limit issue and will provide an update at the next CoC meeting.

## 2019/20 Course Planning

The college is working to review the 2019/20 schedule earlier, so department chairs were asked to please to do their best in completing the tenure-track faculty loads in SIPS and indicate whether a tenure-track faculty member or a lecturer will be teaching the course. Names are not needed at this time. At the University level, more emphasis is placed on ensuring each tenure-track member has a full teaching load to maximize classroom interactions with our students. In addition, the college will not be moving forward with the previously mentioned WTU allocation budgeting structure. Rick Zechman stressed the importance balancing teaching loads, assigned time and s-factor courses. Specific issues with departments will be discussed at individual department chair meetings.

## Budget

The college will reconvene the college level budget committee to meet once in November and December. The new committee will consist of college level employees and department chairs Beth Eschenbach, David Greene, and Mark Hemphill Haley. The committee’s charge is to review and made suggestions regarding the new budget model for the college through which we determine program costs. Department chairs will review the work of the committee in January.

## Philanthropy

A new CNRS Newsletter will be shared next week (10/15) University-wide and with CNRS Alumni as well. The newsletter will include a donation feature with a pull-down menu for monetary gifts. The college received roughly 11K in funding for donor cultivation from UA for philanthropy/donor cultivation purposes. Dale Oliver asks that if you have an alumni event you would like to attend to please contact the college office. CNRS Philanthropy Advisor Maria Forrest will be contacting department chairs to discuss donors in areas faculty may be traveling to and can assist in arranging visits.

## Sabbatical Leave

A reminder that sabbatical leave impact statements from department chairs are due Monday, October 15. A total of 14 sabbatical leave applications have been received.

## Strategic Plan

Dale Oliver shared one-page section of goals and objectives from the draft college strategic plan for chairs to review. The document is not available for a larger review at this time. Frank Shaughnessy is the lead coordinator for the strategic plan. The committee is eager to complete the plan and work towards the implementation phase.

## Space

In preparation for new CNRS faculty arriving in 2019/20, a space utilization review will occur in the coming weeks. Dale Oliver shared that as a member of the University level Space Committee, which evaluates space utilization on campus in a collective fashion, this review allows us to position ourselves to make changes as they arise at the University level.

## Next CoC meeting, October 18, 2018.