**College of Agriculture and Natural Resources**

**College Advisory Council**

**Minutes October 14th, 2022, 3:30 PM**

Zoom Meeting   
<https://msu.zoom.us/j/91666235866>   
Meeting ID: 916 6623 5866   
Passcode: CAC

**Attendance:** Dale Rozeboom, Matt Raven, Kelly Millenbah, Scott Loveridge, Satish Joshi, Mohamed El-Gafy, Zey Ustunol, Laurent Matuana, John Wise, Erik Runkle, Tim Harrigan, Jo Latimore, Lisa Tiemann, Runsheng Yin

1. Call to Order by Dale Rozeboom, Chair at 3:31 PM.
2. Added Replacement of Research Associate on Dean Search Committee as item. General agreement to approve the Agenda.
3. Approval of the minutes of the last CAC meeting held on September 9, 2022. Call for any changes to the minutes by Rozeboom. El-Gafy moved to approve the minutes and seconded by Joshi. Approved as posted in Teams.
4. Interim Dean Update – Kelly Millenbah. (a). Started with resignation of President Stanley. It was his choice to resign. Will be done in January. There is no compensation package because it was his choice. He will not continue on as faculty member at MSU. Board will appoint an Interim prior to January. (b). Provost has reminded the mission of the University continues to move forward (teaching, outreach/Extension and research). Will be a number of unknows in the coming months. (c). Just finished 12/13 (in Tipton) of the Meet Michigan Events. Have received a great deal of positive feedback. There have been many questions about Extension especially around the remote programming during the pandemic. Work needs to be done in relationship building. The last one will be in the Benton Harbor area. Looking to do this more frequently. Provost has been on almost half of them. There have been some questions on admissions and how those decisions have been made. (d). Quiet phase of the greenhouses and dairy – looking at architects and contractors. (e). Dean Millenbah will be visiting tailgates tomorrow during Homecoming. (f). Opened the floor to questions - Runkle asked how people were invited to the Meet Michigan events. Lists have been distributed to invite stakeholders to those events. Rozeboom asked if these events will change the way departments interact with stakeholders especially advisory committees. Millenbah stressed the importance of face-to-face meetings. Stakeholder interactions will continue to happen because it is important for the college. Joshi asked about insights on priorities for departments. Millenbah stressed the importance for departments to have these interactions. Much of the feedback has been around Extension. Latimore question about balance between state work and national/international work. Millenbah responded that departments need to be more purposeful how we are engaging with stakeholders around the state especially from our commodity groups and state partners. (g) Is appreciative of the faculty service on CAC.
5. Assistant Dean for Faculty Affairs and Development Update - Scott Loveridge.
   1. DEI in annual review was proposed by Central Administration last year. Proposal was rolled out last spring. Getting ready to implement with an extra page for Annual Review. Will not be rated but a maximum one-page reflection by the faculty of their efforts around DEI.
   2. Bereavement/sick leave committee (chaired by Kara Yermak) looking at expanding both as well as who can take it. Yermak would be the point person to contact.
   3. SIRS replacement committee (chaired by Marilyn Amey) – Explorance Blue – vendor supplied evaluation of teaching. Provides a bank of questions that departments can choose from – will be a soft launch in Fall 2023, launch in Spring of 2024 and evaluation of it in Fall of 2024.
   4. Dean Search - Provost is evaluating the search and will receive an update next week. The message that was sent is as follows “Given the unfolding circumstances on campus, the provost is evaluating the search. She met with the search committee earlier this week. We will likely receive an update from her next week.” El-Gafy expressed concern that we will not have a dean for a long time and about slowing the search down. Latimore commented on downstream consequences such as the Chair search for Fisheries and Wildlife being further delayed. Ustunol commented that there needs to be a great deal of uncertainty that needs to be clarified to have a good search. Rozeboom stated we do have an open door with the provost to discuss the Dean search and if we want to provide a statement that is a possibility. Rozeboom summarized that we will wait to see what the Provost says before CAC takes any action.
   5. Joshi commented on the need for assistance with DEI statements in regard to grant proposals such many agencies are requiring these statements in their RFPs.
6. Replacement of Research Associate on Dean Search Committee. The current one is relocating to France and needs to be replaced. Runkle is not sure if the Horticulture candidate is still at MSU. Evidently their status has changed. Latimore indicated the FW candidate is no longer at MSU. Rozeboom called for nominations in the coming week. Ustunol indicated we should consider pausing this until we have more information regarding the status of the Search Committee. General agreement to wait.
7. Bylaws changes – Dale Rozeboom. Were mentioned at the Spring Faculty Meeting last year but were not voted on. One thing that was not mentioned was how Dean Search Committee vote. The Search committee asked for guidance on how votes should proceed. Raven commented that unless otherwise stated shouldn’t Roberts Rules of Order guide the mechanism of voting. No change needed in the by-laws.
8. Spring meeting subcommittee planning – Jo Latimore, Satish Joshi, Erik Runkle. The subcommittee will be meeting on Monday. Have minutes and comments from previous meetings to get started on their charge.
9. Rozeboom commented that need to update CANR Web site to reflect new composition of CAC. He will send a note to appropriate person to get this done.
10. Loveridge suggested more flexibility regarding Dean search process since it will change each time and probably should not lock it down. Discussion on the process of how to incorporate into the By-Laws. Have time to look at further since any changes would have to be presented at the next Spring faculty meeting.
11. Next meeting is November 11, 2022 – will not need the second October meeting that is scheduled and Rozeboom adjourned at 4:40 PM.