**College of Agriculture and Natural Resources**

**College Advisory Council**

**Agenda December 11th 2020, 3:30 PM**

<https://msu.zoom.us/j/96407039839>

Meeting ID: 964 0703 9839   
Passcode: 370311

Mary Hausbeck, Patricia Machemer, Rafael Auras, Mojgan Nejad, Michelle Neff, Leslie Bourquin, Quentin Tyler, Melissa McKendree, Laura Schmidt Olabisi, Ryan Warner, Jade Mitchell, Ronald Hendrick, Sarah Carroll, Jason Knott, Kelly Millenbah, Marisol Quintanilla, Michael Wagner (17)

1. Call to Order. (Action item)
2. Approval of agenda. (Action item) Motion approved
3. Approval of the minutes of the last CAC meeting held on November 13, 2020. (Action item) Michelle Neff motion to approve, Mojgan Nejad second, approved.
4. Early election for the departments. Status by Michael WAGNER. Animal Science, Entomology, SPDC still need department election contact info. Michael gave committee work percentages, to be helpful in trying to provide departmental equity in committee participation.
5. MSU mandatory diversity training. Marisol QUINTANILLA TORNEL. Was this created without thinking about certain groups. Training was narrow, you had to select the predetermined answer, and some of these were moral questions. Since this training is mandatory, someone may not be able to answer these questions. It does not allow from any diversions of thought. Quentin has been receiving comments and questions on the training, and he is sending these concerns forward.
6. MSU expected duration of faculty salary and benefits rollback. Mary HAUSBECK. Questions that were brought to DAC, including the timing of rollbacks. Hendrick says that a timeline for returning the benefits has not been set. It is possible the rollbacks will continue into the next fiscal year, but we do not know. It is still up in the air. He has only heard about being extended but he has not heard about any increase. Regarding future budgets, number of students looks good in spring and for next fall.
7. Report of COVID-19 survey. Feedback and discussion of the draft survey. Take a decision if release the survey during the winter break. Sub-committee survey report by MOJGAN NEJAD. Mojgan gave an overview of the current draft survey including sections, time to complete and has questions about who has access to the data. Rafael added info on question development.
   1. General structure and time. (Discussion item) Melissa McKendree suggested that even if first answer is covid hasn’t had an impact they should still answer demographic data. Rafael indicated that only tier 1 takes less than 10 minutes and both tiers take 15 minutes.
   2. Data access and who will analyze the survey. Committee right now has access, Rafael suggested Chairs will not have raw data, Chairs will only have aggregate data, a supplement document of the impacts of COVID-19. Melissa and Laura suggested we do IRB process.
   3. Timeline for release of survey. (Discussion item) Release survey in next month and release the supplement report in February. Rafael asked who is sending this out? Dean Hendrick indicates that this will provide a set of data of what we need to pay attention to. Both an individual and collective value. Trish brought up question of lag effects and whether the survey will be repeated in some form next year. Ability to create PDF or email back to survey respondent that they can use.
   4. Approval of survey. (Action item) Motion by Melissa McKendree moves the current draft of the COVID-19 impact survey is once approved by IRB will be sent to the Deans office to be distributed to faculty between winter beak and second week in January. Kelly summarized the original intent and suggested the survey should come from the Deans office and the Deans office should summarize the data, and that Quentin’s office will put together supplemental data. Marisol Quintanilla second, Motion approved.
8. COVID-19 impact statement. Document by Provost Teresa K. WOODRUFF, discussion by Quentin TYLER. Quentin provided a draft for the CAC to use or to revise. This document is posted in TEAMs.
9. Round table. Melissa McKendree gave an update on AFRE
10. Adjourn. Marisol Quintanilla motion, Mojgan Nejad second motion approved.