

Admin Council Meeting Minutes

August 29, 2022, 4:00-5:00 PM

Agenda

- Introduction of new members
- Announcements
 - Department/Institute/Program Announcements
 - College announcements
 - Revisions to CRPT Unit Criteria for TT and Instructional Faculty
 - Faculty governance progress and fall milestones
 - College admin org budget augmentation process
- Discussion of leadership values
- Overview of CEAS strategic planning process
- Discussion of Admin Council leadership education opportunities
- Open discussion
- 5:00 - *Optional* tour of Student Success Hub, North Wing and ME Storefront

Dean Keith Molenaar began the meeting at 4:00 p.m.

Introduction of new members

Keith introduced the following new members of the Administrative Council this year:

- Shideh Dashti, Acting Associate Dean for Research
- Kevin Lobdell, Interim Advancement Lead
- Richard Regueiro, Interim Chair, CEAE
- Hanspeter Schaub, Department Chair, Aerospace
- Diane Sieber, Herbst Program Director
- Becky Komarek, Idea Forge Associate Director, CEAS Staff Council Representative
- Amy Hill, Executive Director for Communications and External Relations

Announcements

The college will be revising Unit Criteria for tenure track and instructional faculty reappointments and promotions this year. These are required to be updated every seven years, and we are doing an update now to get all departments on the same cycle. Fernando Rosario-Ortiz is leading the process.

Fernando Rosario-Ortiz shared an update on the faculty governance progress and fall milestones. The process to create a college faculty governance structure started a few years ago, and it will wrap up by this fall. The faculty working group has met and drafted a proposed change to the college rules. The proposal was posted to the college website, and we are gathering feedback until September 16. This will be submitted to faculty for a vote at a meeting on November 1. Please watch for future communications.

Keith Molenaar gave a brief update on the budget augmentation process for the engineering admin org. The augmentation process has four priorities: student success, staff advancement, inclusion, and revenue generation.

The council was reminded of the upcoming college faculty searches. Leaders were encouraged to form search committees quickly. Keith reminded the Admin Council to prioritize the review of diversity statements in all searches.

Discussion of leadership values

Keith Molenaar led an interactive discussion of leadership values. The council brainstormed and discussed what these values meant to each of us as leaders and also as a leadership council. Keith challenged everyone to demonstrate these values in our communications and decisions as leaders.

Overview of CEAS strategic planning process

The college will be conducting a strategic planning process this year. For this process, we will focus on research and innovation, education, and inclusion. The format will include various opportunities for college input. It will solidify our college mission, describe our vision, and set our strategy for the next 4-5 years. Departments strategic planning will occur in the spring.

Discussion of Administrative Council leadership education opportunities

This year college leadership will be participating in leadership education opportunities, as it is important for us to continue to develop as leaders. This year we will have two specific opportunities for council members: StrengthsFinder and Speed of Trust. Department chairs and program directors are highly encouraged to join the assistant and associate deans in these opportunities.

The meeting concluded with an optional tour of the Student Success Hub, North Wing and ME Storefront.

Meeting adjourned at 5:03.