Admin Council Meeting Minutes
March 6, 2023, 4:00-5:00 PM

Agenda
1. Announcements
2. Revisions to sabbatical incentive program
3. Faculty Salary Procedures Working Group
4. Strategic planning updates and questions
5. Open discussion on a few current topics

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

Announcements
Keith introduced the new Assistant Dean for Organizational Development, Culture, and Equity, Monique McCloud. Monique's position will oversee human resources and staff DEI. He also announced that the new Engineering Education PhD degree program was approved by the Graduate School and is planned to be presented to the Regents at the April meeting.

Revisions to sabbatical incentive program
Keith reviewed the suggested revisions to the sabbatical incentive program to comply with the CU System sabbatical policy APS #1024. Keith will send the revisions for a final review and comment by email. An Administrative Council vote will be taken electronically. The process will be completed by the end of the semester and take affect in fall.

Faculty Salary Procedures Working Group (FSPWG)
Daria Kotys-Schwartz and Ken Anderson, members of the FSPWG, presented information and updates to the group's work since spring 2022. The group was charged by the Boulder Faculty Assembly and the Office of the Provost to study existing faculty salary procedures, examine potential sources of structural inequities, and discern best practices. Their presentation included the groups findings, the report that they are currently working on, and their continued work going forward. The request to the council is to review the report and provide feedback through the form on the webpage by March 20, 2023 at 12:00 pm.

Strategic Planning updates and questions
Keith thanked everyone for their work during the strategic planning process and asked how the units were progressing with their strategy statements. Keith requested that all units meet the March 17 deadline for submitting draft strategy statements to the college. An initial draft of the overall strategic plan will be shared with the college at the end of March to allow for comments and iterations before publishing at the end of the spring semester.

Open discussion on a few current topics
Keith briefly raised two important current topics for council awareness and discussions. Recent advances in generative AI (e.g., ChatGPT and OpenAI) are influence many aspects of our teaching and learning. It is important for all faculty and staff to be aware of these advances and discuss their implications on research, teaching and learning. The college will be hosting a ChatGPT/Generative AI forum on April 12 at 12:15 – 1:15 in ECCS 201; please watch for an announcement and encourage attendance from faculty and staff in units. Keith also asked the council to stay current on DEI and higher education issues in state and federal government, as well as upcoming university admissions cases in front of the Supreme Court for this summer. These issues will have influence on our DEI strategy across the college, the university and higher education at large.

Meeting adjourned at 4:57