Agenda for CC Feb 2019

***Meeting held on Feb 25, 2019.***

***Present: Vikram Prakash (chair), Dan Abramson, Daniel Winterbottom, Sofia Dermisi, Ann Huppert. Kamran Nemati was absent (will meet individually with CC Chair).***

*Based on my conversation with Dean Cheng, the following are action items for CC to take up.*

*We have to discuss, prioritize, and set calendar for them.*

1. Promotion review

*CC to do Faculty mentorship and advocacy
(particularly for Associates; form standing CC cmte on faculty mentorship and advocacy; goal to help promote faculty; standards, timelines; expectations; periodic reviews; - discuss with Chairs, and faculty)*

***Action: CC resolved that mentorship is a Chair/ADAF issue primarily, but that the CC would conduct a survey of Associate Professors to find out their expectorations and causes for delay in promotion to Full Professor. Sofia Dermisi will draft survey, to be conducted in early Spring 2019***

1. New monthly meeting schedule (First Monday of every month, 11:30am-1:30pm)
	1. *Set up CC page on CBE website; create intranet, calendar. Page for CC on website? Can’t find.*
	2. *Prepare and publish minutes****Action: meeting schedule is set. Sofia Dermisi will contact Brian to ascertain status of CC page on CBE website, and report back.***
2. Required annual all-college meeting in Spring
	1. *Use prep for this meeting to conduct discussions with faculty on the role and identity of CC going forward, with by-law review as necessary. Two CC members at each department’s faculty meeting in early Spring.****Action: Individual departmental CC reps to find time with their Chairs for CC members to come and discuss in April 2019. CC to prepare clear outline for discussions in advance.
	Follow up: Dean Cheng informed that she has set two dates in Spring Quarter for all College Meetings. One of these could be the CC’s All College meeting with Follow up on Dean’s Dialogue as agenda item. These dates are: April 24 and May 22, 2019 Noon to 1:20pm.***
3. Curriculum Review (CC standing cmte; routine approvals, quarterly gateways: wk 2 in, wk 6 out)
	1. U*se this as opportunity to discuss with faculty on role of CC more broadly constituted.*

***Action: Tabled until next meeting when Kamram Nemati can be present.***

1. College leadership roles and communication structures (CC)
	1. *Impending ADR search; half-time, with staff support; CC to help craft advertisement, conduct reviews, make recommendation. Examples: USC, Minnesota.****Action: CC is pleased to take on the role of drafting the position, and conducting interviews and reporting to the Dean. Can the Dean circulate a draft of the position outline by the next CC meeting on March 1, 2019?
	Follow up: Dean Cheng will circulate position description before March 1.***
2. College level events: Bi-annual symposia? CBE lecture series?
	1. *Discuss with Exec Committee and review complementary/substitutive role for a College level lecture series, bi-annual symposium.****Action: CC is pleased potentially host an annual symposium event assuming availability of funding form the Office of the Dean, perhaps in the conjunction with the Dean’s Distinguished Lecture.***