Agenda and Minutes for CC March 2019

***Meeting held on March 4, 2019.***

***Present: Vikram Prakash (chair), Dan Abramson, Daniel Winterbottom, Sofia Dermisi, Ann Huppert, Kamran Nemati.***

*Minutes from the meeting of Feb 25 were approved by unanimous vote.*

Agenda items:

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: Sofia Dermisi presented draft survey. Following discussion Sofia will revise and recirculate the survey. CC underlined that the survey must be structured to maximize voluntary participation.***

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.*

*Prepare and publish minutes****Action: Sofia Dermisi presented draft website. CC corroborated the concept of keeping the CC page simple and straightforward, with a dedicated email for CC Chair, rather than individual faculty emails as contact. Website will be moved from under the Dean’s office to the general CBE site, reaffirming the direct representation of the faculty.***

1. Required annual all-college meeting in Spring

*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. 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.  
***Action: CC was concerned that the required CC All Faculty meetings should not be misconstrued as being led by the Dean’s Office. CC must preserve its identity and role as an independent governing body.***

1. 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:   
Kemran Nemati presented proposal to restructure the CM online Masters CM, reducing credits to 42. Curriculum Committee has unanimously approved. Following discussion CC unanimously approved the changes.   
Kemran Nemati presented ‘gateway’ system of accepting course review by CC Curriculum Committee: accept proposal by end of 2nd week of every quarter, review complete by end of 6th week of every quarter. CC Curriculum Committee chair to have the authority to approve routine changes. Following discussion CC unanimously approved the proposal.***

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 reviewed the ADR advertisement as circulated by Dean Cheng, and following discussion accepted it as is.***
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 to take up this issue next quarter when there is more time.***