

Council of Chairs Meeting
Thursday, September 17, 2020
1:00 PM – 2:30 PM

Attendees: David Carlson, Rueyling Chuang, Kelly Dortch, Parastou Feiz, Stacey Fraser, Michelle, Fuller, Matthew Poole, Shafiq Rahman, Peter Robertshaw, Terry Smith, George Thomas, and Peter Williams.

1. Approval of the Summary notes from September 3, 2020.
2. Group Discussion
 - **Assessment Coordinators:** Dr. Parastou Feiz, Associate Dean, asked Chairs for the name of each department Assessment Coordinator.
 - **Spring Build:** Dr. Peter Williams, Senior Dean's Fellow, shared that the Spring Build has been extended to September 25. There will need a clean-up process that will run on September 28th. Dr. Williams asked Chairs to review all courses. In regard to face-to-face courses, Dr. Williams asked Chairs to provide a list before September 25th (if any).
 - **Budget Updates:** Michelle Fuller, Financial and Administrative Analyst, shared that the college budget should be distributed by the end of the month (end of September). The budget will be based on one-time funding and will be given in incremental. Michelle also shared that the Intra-Budget transfers will be accepted through October. She will meet with Department Administrative Coordinators to go over the deadlines.
 - **Ethnic Studies Updates:** CAL Leadership Team discussed various issues pertaining to the new Ethnic Studies (ES) requirement. Some major concerns include: (1) the law requires each CSU campus to offer course in ethnic studies by the fall of 2021; (2) the new ES requirement is being placed in lower division; (3) to fulfill the new ES requirement, the courses need to have ES prefix or cross-list with ES; and (4) the new Category F (ES) requirement may affect majors which have less than 6 units of free electives. Department chairs were encouraged to attend the GE forum to discuss Ethnic Studies requirement.
 - **CAL Talk - Arts and Humanities in the Age of Pandemics:** Dean Rueyling Chuang spoke about the CAL Talk which is scheduled for Thursday, October 1st at 12 noon. Dean asked Chairs to please notify her if there is a calendar conflict.
 - **College Strategy and Plan for GI 2025:** Dean Chuang and Dr. Feiz shared that the College Strategy and Plan for Graduation Initiative 2025 is due on September 30th. Dr. Feiz will create a Google Doc that will be placed in the *CAL Chairs Drive* where Chairs can enter their ideas and strategies in tracking GI 2025. Council will meet next **Tuesday, September 22nd** to discuss the strategies that are entered on the Google Doc.
 - **Revisiting Retreat Conversations on "Enhancing Faculty Success":** Council discussed the Faculty Success strategies that were submitted during the start-of-the-year retreat. Dean asked Chairs to vote on their top 5 strategies which will be the priorities the college will focus on this year.