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.

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.