Meeting Minutes – CAHSS Council of Chairs REVISED
Thursday, January 19, 2023
9:00-10:50a
Gist Hall 225

College Office: Heather Madar, Megan Siems, Sandra Brekke

Chairs: Janelle Adsit, Cutcha Risling Baldy, Ramona Bell, Joice Chang, Nicole Jean Hill, Ben Marschke, John Meyer, Cindy Moyer, Maxwell Schnurer, Rosemary Sherriff, Tony Silvaggio

Absent: Jeff Crane

Program Leaders: Sara Hart, Alison Holmes, Linda Maxwell, Kirby Moss, Marissa Ramsier

9:00a  Announcements and Shout Outs
- Heather – Thank you for the Spring 2023 Orientation student panel volunteers
- Alison – The 24th Annual International Education Week will be February 6 - 10
- Ramona – Upcoming Hip Hop Conference, ES 280 students will be attending

Approval of the Minutes
- Approval of Minutes from December 1, 2022 (Heather)
  - Moved: Alison
  - Seconded: Ben
  - Carried

9:10a  Senate Updates (Marissa, Ramona, and Cindy)
- Senate Meeting Updates
  - The Second Reading of the Resolution to Address Bias in the Evaluation of Teaching Effectiveness Process
  - The First Reading of the Resolution on Course Numbering Policy
  - Integrated Curriculum Committee (ICC) Consent Calendar with Graduation Writing Assessment Requirement (GWAR)
- Discussion on General Education (GE) courses
  - Engineering course passed through ICC, will reevaluate in two years
  - There is concern about how GE courses will be taught going forward
    - GE courses are valuable and need advocacy
    - Need to reach out to the other Cal Poly campuses who have similar programs
  - Clarification that GE courses are not owned by certain departments
• There is an ICC vacancy for CAHSS representation, if interested, send an e-mail to both Jeff and Heather  
  o Clarification that ICC meetings are open  
  o Heather will request the agenda be forwarded to the Chairs and Program Leaders prior to each meeting

9:25a  **GEAR and other Committee Updates** (Cutcha)  
• Clarification on the role of GEAR  
• The GEAR meetings are open and everyone is invited to attend  
• Discussion on new Programs coming online with full units  
• Clarification that GE units belong to the field of study not a specific department

9:40a  **Chairs’ Compensation Task Force** (Rosemary)  
• The WTU time base model will be reviewed at the February 9 Provost Council of Chairs meeting  
  o Rosemary will follow up about Program Leader attendance  
• Clarification that creating the Program Leader job description is beyond the role of the task force  
• Discussion on Summer School going state-side

10:10a  **Upcoming Budget Discussions with Chairs and Program Leaders** (Megan)  
• She will be setting up budget meetings for the next Fiscal Year soon  
  o The IRA Fund Call will be ending in February

10:20a  **Associate Dean’s Report** (Heather)  
• Announced the Digital Humanities meeting which will be held on January 26 and invited additional participation  
• Dave’s position will not be refilled; therefore, Heather will be assisting to support in some of projects with recruitment, admissions, and Marcom  
• Reminder that student petitions should be forwarded to Heather for signature  
• There was a request for a reinstatement hold list  
  o Heather will follow up with the correct query information to the ASCs

10:50a  **Adjourned**

**Upcoming Dates:**  
- Provost Council of Chairs  February 9  
- Council of Chairs  February 16  
- Council of Chairs  March 2  
- Provost Council of Chairs  March 23  
- Council of Chairs  April 6  
- Provost Council of Chairs  April 20  
- Council of Chairs  May 4