

Meeting Agenda

CAL Chairs Council

Date: January 5, 2023

Time: 9:00-11:00 a.m.

Location: Frazier Hall 214 [Zoom Link](#)

Announcement and/or discussion items

- A. College office update (Carrie and Kandi)
- B. Support for research and creative activity (Michele)
 1. Office for Research Internal Small Grant Program
 2. CAL faculty RFP
 3. CAL undergraduate travel RFP
- C. Outstanding Student Awards and Professional Achievement Awards (Michele and Kandi)
- D. Employee Exiting Checklist and Technology (Angie)
- E. Jaggaer - new procurement and contract system (Angie)
- F. Budget process update (Angie)
- G. GA allocations
- H. Faculty annual evaluation discussions
- I. General education enrollment trends
- J. Scheduling opportunities
 1. Pairing down general education sections (Pol Sci)
 2. General education options (Music)
 3. Cross-listing (Global Studies, History, Pol Sci, and Art)
 4. Honors sections (Psychology and Sociology, Social Work, and Criminology)

Guests

- Amanda Zink (10:30): Western Literature Association 2023 conference
- Beth Curtis (10:40): CAL websites

Upcoming events and deadlines

- CAL RFP for faculty research/creative activity due 1/17
- First-year faculty evaluations due 1/17
- Third-year faculty evaluations due 1/17
- Department chair self-evaluation due 1/17
- Emeritus recommendations due to AA 1/20
- Fourth-year+ faculty evaluations due 1/23
- Professional Fee & Activity Fees FY24 due 1/27