College Advisory Council Meeting Minutes
CAC & Cabinet
Tuesday, June 12, 2018
ICC Room 1404

Present:
GSE Reps - Robin Hummel, Amy Kline, Michele Ryan (SAT), Alexander Iwachiw
CP Reps - Pam Wheeler-Civita**,** Evi Rivera-Williams (SAT)
S&O Reps - Kelly Lorenz**,** Angela Persaud
DERO Rep – Charles Babian
Ed Center Rep - Katherine Baldwin
Ex-Officio Reps - Akilah Rosado
Cabinet members: Jed Lippard, Cecilia Traugh, Justin Tyack, Katie Connelly, Sonja Carter, Karen DeMoss (for Ed Center)

Absent:
David Mortimer, Sylivia Fan (Hsiao-Yi Fan), Shael Polakow-Suransky
Call to order at 3:55 PM

Agenda Item I:
Administrative Stuff (15 minutes)

a. Approve May Minutes
    1. April minutes have also been updated
b. September Administrative Review
    1. September agenda will be dedicated to admin review. We will: review the meeting matrix; set dates for CAC meetings, All College meetings, and holiday party; review our charter; and review the term list (some of our terms will be up at the end of next year).

Agenda Item II:
Cabinet Discussion

- CAC Year-in-Review & Reflection
    - Slides contain a high-level review of our work this past year, goals from each division and appendices with general CAC information.
    - Overview of communication proposal
    - Several CAC members have been reassigned from IPR; Ed Center will elect a new rep to start in September
    - All College meetings will have a theme next year: Social Justice/Race/Equity
    - Review of goal-setting process before each member shares their divisional goals

- 2018-19 Goal
    - **Ed Center:** These goals are a starting place; worked with Doug to create, hope to continue to workshop throughout the summer/year.

        - **Graduate School:** Social Justice thread throughout the goals; want to create bi-directional communication so that info about the grad school gets out and also they learn about other work; want to think more about the All College session and how to set goals, make it interactive; GSE made sure to frame their goals as directly connected to the CAC—not internal to the GSE.
        - **SFC:** Created many goals; first need to connect as SFC/Family Center reps and meet next year, then need to meet with Jed as well next year; there is a division between the family center and SFC and we are thinking about some of the pragmatics to be able to collaborate more often, but we have also created theme-based goals; nobody from the Family Center was able to attend the *Undoing Racism* training; we are looking to leadership to help support that communication and resourcing across the SFC and the Family Center; how are there more opportunities for internal collaboration across divisions; we hope that the structures that we are proposing will support space issues, scheduling, calendars etc. and some of it is more of an ideal.
        - **DERO:** IT IS CHARLES' BIRTHDAY TODAY!! We spent a lot of time trying to figure out if these goals should be external, internal, etc. so this idea of supporting the "CAC family" really resonate; with our transition next year, we are looking to onboard someone more intentionally and make sure that they know us and we know them, and we could report to CAC about how the process is going; our goal around philanthropy has been on the radar for a long time, and this is the first year that we have really worked on this; we also plan to re-launch our volunteer campaign and try to work on this with others in other divisions; we are also considering creating a racial literacy "working group" to reflect on our own biases as we ask for donations.
    - Robin: This makes me think, how can we integrate parts of the strategic plan into our work.
    - Kelly: We are addressing communication through the CAC, which is a huge part of the strategic plan, but I think we should revisit the strategic plan.
        - **S&O:** We have staff across 4 physical locations and have a diverse need to reach everyone in our division; we created 3 buckets and then sub-goals; because of this diverse need we are thinking about internal communication and also how our members are receiving and disseminating info across the college; we also want to strengthen our internal culture building to create more face-to-face time to meet as a division; we need to better understand all of the work that is happening across our division then be able to share more broadly; we see this as an opportunity to build relationships across the college and within our division.

- **Questions/additions/discussion:**
    - Amy: Are we thinking about how to assess these goals?

    - Cecilia: Some things are internal, so you can't assess that. There is such a variety of goals.
- Kelly: There are some questions on the climate survey that might help us know whether our communication is working. We also need to make sure we meet more with our constituents to make sure these goals make sense.
- Akilah: You're also developing your own leadership; this group is also developing and looks a lot different than it did 2 years ago, so that's something that you're continuing to work on.
- Evi: I think these goals also keep us accountable. There are also a lot of similar things that are coming up across the other divisions. The CAC could also serve for us to learn what else is happening across the other division and taking that back to our own divisions. We should all have earmarked time for CAC time in our division meetings.

- Theme for All-College 2018-19

Adjourn 4:51 PM