CAFÉ Faculty Council Meeting Minutes Nov 7 2018
Prepared by Clare Rittschof

In attendance
Bruce Webb  Lisa Collins  Carmen Argouridis
Clare Rittschof  Matthew Springer  Sandra Bastin
Michael Reed  Alison Gustafson
Amy Kostelic

1. Approved September 4 2018 meeting minutes (Webb motioned, Argouridis 2nd, passed unanimously)

2. Discussed highlights from University Senate Council and Roger Brown from October meeting

3. Michael Reed put forth the question to the council of what we would like our focus to be during the current council term. Addressing faculty workload issues, DOE, and increased advising quality were suggested.
   • A discussion of advising quality followed (key issues raised were as follows):
      o How do we evaluate advising quality? (Argouridis)
      o Quality advising means different things to different departments; how do we promote advising effort (besides adding something to DOE)? (Webb)
        ▪ We should gather information from programs first (e.g., do they have advising best practices or means of evaluation)? Then develop a set of best practices
        ▪ Others agreed it would be nice to know what other departments do
      o We could suggest stronger inclusion of advising quality evaluation in APR (Bastin)
      o We should consider collecting information on students' perspectives (Argouridis)
      o What is our ultimate goal of quality advising (outcome measure)? (Rittschof)
        ▪ Retention (Bastin)
        ▪ Job placement? Internship placement? (Argouridis)
      o Should we consider suggestions for advising training programs? (Webb)
      o There is a lack of resources to learn how to advise – a list of best practices would be helpful (Gustafson)
      o What is the role of faculty versus program coordinators in advising? (Collins)
      o Some departments have career advisors and course advisors, with separate roles (Argouridis)
      o In general the group was in agreement that addressing advising quality was a worthwhile goal
   • A small group was formed to determine information needed to assess advising approaches and quality within programs
      o Webb – chair
      o Argouridis
      o Springer
The group will consult with Megan about developing survey metrics

- Reed mentioned a University advising award and asked about the criteria

4. Discussed DOE guidelines – 0.25/undergraduate for advising
   - Roger felt higher level would gain more recognition
   - We should let best practices drive DOE recommendations (Webb)
   - Teaching and advising are strongly linked (Bastin)
   - Advising is not discussed in P&T (Gustafson)
   - What role do/should graduate committees play in developing best practices? (Argouridis)

5. Discussed faculty council nomination process
   - How to get more nominations? Alter timing? (Reed) Shift to January?
   - Goal is to nail down candidates for January election (Collins)
   - Want to nominate 8-10 diverse faculty (chairs can nominate but can't be nominated) (Bastin)
   - Need mix of senior/junior faculty (Collins)
   - Memo is being drafted (Reed)
   - How to promote nominations? (Reed)
   - Faculty council members are charged with submitting names

6. Discuss agenda of the fall faculty meeting
   - Mention FC noms (Bastin)
   - Trivia (Collins)

7. Added discussion of service and service DOE to agenda for next meeting

8. Scheduled next meeting for Jan 23 (Lunch)