**­­College of Agriculture and Life Sciences Faculty Association**

**Meeting Minutes**

**2/13/2018**

**9:00 am in 104F Hutcheson**

Call in information: 1-866-842-5779 Code: 5402314152

Attendance- Alan Grant, Jennifer Jones, Catherine Larochelle, Sam Doak, Rob Grange, Ryan Stewart

1. **Call to order**
2. **Approval of previous minutes (January 2018)-approved unanimously**
3. **Dean’s Update**
   1. The provost’s office has been working on diversity faculty recruitment initiatives. A new document from Dr. Pratt Clarke’s office summarizes two programs that VT currently offers:
      1. 1) Target of talent. In this instance the unit hires a faculty member that adds diversity to unit, and in response the university will work with the college to provide a new, fully-funded faculty line for following year. Funding for 10 permanent recurring faculty lines were budgeted in support of this program in 2017-18, with funding available again for 2018/19.
      2. 2) Future faculty development program. In this existing program, units nominate individuals (both VT prospective faculty and post docs from other institutions) to participate in a 3-day program that allows these individuals to learn more about VT and about being a faculty member. Colleges then have the opportunity to hire Future Faculty candidates into academic positions through existing college or DA-funded searches. If through this process the unit hires an individual that would increase diversity, the university will support 1/3 of faculty line for 3 years (known as the bridging program).
      3. It was noted that the college is holding current discussions with several departments/units about these opportunities.
4. **Treasurer’s Report**
   1. Everything has been reimbursed for Coffee with CALSFA.
   2. A recommendation was made that either Stephen Kleiber or Beth Ebel attend next month’s meeting to discuss ways to pay for CALSFA business without using personal funds.
5. **New Business**
   1. CALS new faculty event-2/23/18 - “Ut Prosim-That I May Serve”
      1. Agenda – Rob Grange will open, discuss service in general (e.g., department, college, university, professional committees), including appropriate balance of service vs. other responsibilities and having discussions with department heads and mentors about opportunities/expectations; Sam Doak will then discuss ways to get involved in service through CALSFA and the timing/procedures to get involved; invited speakers will then discuss specifics of different committees (3-5 minutes each); somebody to lead service learning discussion; then the session will conclude with general Q&A and opportunity for small group discussions.
      2. Announcement – Catherine will ask Susan Duncan to send a reminder announcement about the event.

* 1. Review and approval of the bylaws; items for review and discussion include:
     1. Annual report – It was agreed that meeting minutes and the treasurer report are sufficient for reporting purposes, and an additional administrative annual report should not be required. Catherine will propose bylaw modifications to this effect.
     2. Officer and other committee start dates – Bylaws will be revised to remove specific dates associated with various committees, and will instead defer to the guidelines of the individual committees. There was brief discussion of whether May 1st should be kept as the date for CALSFA officers to assume new roles, or whether the Secretary-elect should start attending meetings by May 1st but not officially assume the role until July 1st (which is when university committees typically begin). This discussion was tabled until the next meeting.

1. **Adjourn at 10:00 am**
   1. Next meeting 3/13/18