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

**Meeting Minutes**

**4/10/2018**

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

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

Attendance- Catherine Larochelle, Rob Grange, Ryan Stewart, Jon Vest

1. **Call to order**
2. **Approval of previous minutes (February 2018)-approved unanimously**
3. **Dean’s Update**

N/A

1. **Treasurer’s Report**

N/A

1. **Old business**
   1. CALSFA should inform Steve Kleiber in advance of our next expected expense, to investigate ways to ensure that CALSFA officers do not have to pay out of pocket and then wait for reimbursement.
   2. CALS new faculty event-2/23/18 - “Ut Prosim-That I May Serve”
      1. Rob Grange stated that the speakers and content of the event were of value, but the event had low attendance, with fewer new faculty members than speakers. If this event is repeated in the future, it is important to make sure that at least 10 people will attend to make it worth everyone’s time. The possibility of presenting about service at the September new faculty meeting was discussed. CALSFA will discuss this with Susan Duncan and Susan Sumner.
   3. Review and approval of the bylaws.
      1. The CALSFA executive committee voted to approve all changes to bylaws that had been proposed prior to the meeting. 5 votes were in favor (4 in person; 1 electronically). CALSFA officers will now assume new roles on July 1. The changes also removed annual report requirement and start dates for CALS and University committees and commissions.
      2. New changes to the bylaws were discussed, including revising the timing of nominations and elections to account for notification of open positions by the University liaison. Other proposed changes include requiring that the CALSFA Secretary-elect attend the last CALSFA meeting of the fiscal year prior to their assuming office (typically May), and that the Vice President should be responsible for administering CALSFA social activities and events while the Secretary will maintain the communications needed to update the CALSFA webpage (e.g., posting meeting minutes). A vote on these proposed changes will occur at the next meeting.
2. **New business**
   1. CALS social event. CALSFA will sponsor a spring social event for faculty. Rob will inquire with Bull and Bones about reserving a room and providing snacks and drinks. A $750 limit was proposed, which should allow for two drink tickets per attendee plus snacks. The event is scheduled for Thursday, May 3rd 2018 (Reading Day) from 4 – 6 pm.
3. **Adjourn at 10:30 am**
   1. Next meeting 5/17/18