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

**Meeting Minutes**

**5/17/2018**

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

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

Attendance- Catherine Larochelle, Rob Grange, Ryan Stewart

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

N/A

1. **Treasurer’s Report**

N/A

1. **Old business**
	1. CALS Spring Social event at Bull & Bones. Robert Grange provided feedback that the attendees enjoyed the event, it was very easy to organize, and the restaurant was able to directly invoice the college. CALSFA has tentatively decided to hold a similar event at the same venue next year.
	2. 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 (3 in person; 2 electronically).
		2. Changes include: the CALSFA Secretary-elect will attend the last CALSFA meeting of the fiscal year prior to their assuming office (typically May), and 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).
2. **New business**
	1. Election for CALS and University Governance – Catherine will work on this soon, with the goal of having election completed by May 28, 2018.
	2. Calendar for CALSFA – We will coordinate with Jon Vest, who has started putting together a list of historic CALSFA events.
	3. Brainstorming for CALSFA events next year. The consensus was that CALSFA should continue to host/sponsor events that raise the profile of the organization and make departments/college feel they are getting a good return on their investment. At a minimum we will sponsor one social event per semester, for instance a “welcome back” social in August, or a breakfast or lunch with the Dean or Provost/President (open to all CALS faculty). We discussed whether to continue hosting one professional event per semester, with the thought that any professional events should be of broad interest to CALS faculty and be able to attract a minimum of 20 attendees. CALSFA coffee hour should have a theme to help focus it, for instance. CALSFA also has as part of its mission to “support the college Teaching Award”, so we discussed the possibility of working with the college alumni awards or preferably with the staff/faculty picnic to present or support an award (e.g., perhaps recognizing the runner up for the college teaching award with a separate award). We will talk to CALS Staff Association about finding a way to be involved with the staff/faculty picnic, for example by having a table, giving out CALSFA-branded pens, or a sponsored award.
	4. Treasurer’s Annual Budget Report – The treasurer should compile a report to describe expenses and final account balances for period from 7/1/17 to 6/30/18.
3. **Adjourn at 9:50 am**
	1. Next meeting in August 2018