MINI-MINUTES
CALS Faculty Executive Committee (CFEC)
16 January, 2019

Why are you receiving these e-mails: As you know, at the recommendation of the CALS Faculty Senate and following a vote of the full CALS faculty, the CALS Faculty Senate was disbanded in May ’18 and replaced with the CALS Faculty Executive Committee (CFEC). You are receiving e-mails from our group because you are a CALS faculty member participating in shared governance (or a faculty member of a shared unit in CALS). If you were unaware of your status, please check out our website:

https://cals.cornell.edu/about/leadership/executive-dean/cfec/

Nominations and Elections Committee Visitation: An important charge of the CFEC is to provide oversight over the CALS standing committees. Toward that goal, we are meeting with delegates from one committee each month. At our January meeting, we were visited by the CALS Nominations and Elections Committee. Since there is no longer a CALS Faculty Senate where all departments and units have representation, we were eager to meet with the nominations committee early in the process to emphasize of the importance of maintaining as much diversity in our committees as possible. They outlined the procedures they have used in the past and we brainstormed measures to further address this challenge. To jump start their process, you can view the list of current CALS committees at the CFEC website (see above). If you are interested in serving on one of these committees, you can nominate yourself by sending a note to Renee Hoffman (rmh6@cornell.edu). If you know of someone who might be interested and you think would be good in any of these roles, please also feel free to nominate others in the same way. You will also be contacted by e-mail later in the semester with this in mind. The goal of the committee is to create a list of candidates for each open position, while maintaining (and in some cases increasing) diversity in each of our committees.

CFEC by-law preparation: Although our group was provided with a formative document that describes many important aspects of the composition and functions of the CFEC, we were not provided with by-laws. Before our meeting, we had gathered several examples of by-laws, including the previous CALS Faculty Senate By-Laws, Cornell University Senate By-Laws, and similar documents from
other Universities. In our meeting, we began discussing what CFEC by-laws should be, and brainstorming on how to write them. We will be focusing our entire February meeting on this project. When we have a suitable draft, we will create a blog on the CFEC website for faculty comment. The draft will be edited based on your input and then voted upon by you.

**We are there to represent you:** Please remember we are there to serve as a conduit between the CALS Deans and you but also between you and the CALS Deans. If you have issues where you feel we might be of assistance, bring them to one of our meetings. These meetings are listed on our website at [https://cals.cornell.edu/about/leadership/executive-dean/cfec/](https://cals.cornell.edu/about/leadership/executive-dean/cfec/) and are open for faculty that wish to visit in person or via Zoom. If you would like to add an item to the agenda, please email us 8 days before the next scheduled meeting. Additionally, you may request a three-minute time slot in the meeting to bring up an issue. Do this by being present in person or Zoom at 3:30 and making yourself known when we ask if anyone is requesting to speak in the open session.

**Other details:**
CFEC members present: Jim Blankenship, Eric Alani, Jennifer Grant, Bruce Reisch, Michael Mazourek, Mingming Wu, Don Viands
Guests: Nomination Committee members (Steve Zinder, Tom Hirschl, Phillip Griffiths, Jonathan Russell-Anelli, Patricia Johnson, and Lee Humphreys), and Sue Merkel

Have a great Spring ’19 semester!

-The CFEC

**YOU CAN EMAIL EVERYONE ON YOUR CFEC AT:** cfec@cornell.edu

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Max Pfeffer and Don Viands are also in attendance at the CFEC meetings.