Meeting of the Disappearing Work Group of the CAC

Meeting Date and Time: September 26, 2013, 3:00pm

Present: Staff Council Chairperson Helen Hamada, CELTT Unit Head Mary Hattori (Convener), Social Science Department Chairperson Carl Hefner, Student Congress President Annie Wong, Dean Patricia O’Hagan, Culinary Department Chairperson Ron Takahashi.

Absent: Nursing Department Chairperson Chris Nadamoto

The Charge to the Group:
The Chancellor appointed this Disappearing Work Group to "look at membership - size of the group and representation, i.e., who should be represented in the CAC, and make recommendations to the group."

Discussion and Recommendations about Membership:
There is currently a vehicle for and practice of providing advice to campus administration for many members of the former PPAC. Discussions occur between Vice-Chancellors, Deans, Unit Heads, CAAC Chairperson, and Department Chairpersons during monthly VCAC meetings. The Chancellor meets regularly with the leadership of the AGOs and may periodically attend meetings of the AGOs’ general members.

We recommend the following:

1. The CAC include only those individuals who are not members of the VCAC or not leaders of the AGOs; these individuals currently have no means to advise the campus, so CAC would provide a regular forum for this.
2. For the purposes of information-sharing across all these groups, we recommend that once a quarter, the membership of all advisory and governing bodies can meet in a face-to-face setting. Each group can report out and share information, to keep all sectors (students, staff, faculty, administration) of campus informed and connected.

Working Groups:
While this is beyond the scope of the Disappearing Work Group’s charge, some concerns and suggestions were raised, primarily around the seeming duplication of committees and groups focusing on the same topics. If there is a pre-existing group that seems to have a duplicate or overlapping function, we should be clear as to how these committees with similar names provide a different kind of advice than that of the CAC working group. Changes in names may be helpful to ensure clarity about how each group is different.

We could get input from the Faculty Senate, AGOs, CAAC and others about the committees they already have, so there is not unnecessary overlap. How they see these committees serving the Chancellor in terms of advice, so it is clear as to what everyone is doing and there is not overlap.

Instead of creating a CAC Working Group that might duplicate an existing committee’s function, perhaps that committee can simply expand membership to be more representative and include a member from each AGO. Unless there is a separation of who is advising on policy and who is advising on process, things could be confusing and do we need multiple groups advising the campus separately, about the same topic? Senate Committees on Budget and SLOs seem to be duplicative of suggested CAC Working Groups.

Approved October 16, 2013