

CASL Meeting Minutes #1
September 1, 2021
3:00 – 3:30 PM
Meeting held via Zoom

Attendees: Scott Barton (Chair), Jeannine Coburn (Acting Secretary), Edward Gutierrez, Francesca Bernardi, Gregory Snoddy, Paul Reilly, Arne Gericke. John Sanbonmatsu joined for discussion of item 4.

Agenda

1. Call to order

Chair Barton call the meeting to order at 2:00PM.

2. Membership and Responsibilities

The committee is considering expanding membership to other offices on campus. We plan to invite people from stakeholder offices when discussion necessitates representation (e.g., OAS, OMA).

- **Action item (Greg Snoddy):** Reach out to graduate student governance to identify a graduate student as a standing member of CASL.
- **Action item (Scott Barton):** Reach out to Mark Richman regarding the process and motion requirements to add *ex officio* member(s) to CASL.
 - If we add an administrative member, do we need to expand the number of faculty members on CASL?

3. Advising Resources

Paul Reilly reports on current course registration plans and challenges.

- Registration dates for Spring 2022: September 21st – Graduate students and seniors; September 23rd – Junior; September 28th – Sophomores, and November 9th – First years.
- Registration will move back to a full-year plan in April 2022 for A.Y. 2022/2023.
- Workday *Advising* resources are being improved. Currently, faculty can see academic progress and history for advisees after searching a student's name.

CASL members think there is a need for supporting faculty in their academic advising role. We could develop a site (a hub page or a Canvas site) with resources for Academic Advisors but first need to understand what type of support faculty want and need.

- **Action item (Francesca Bernardi and Paul Reilly):** Develop a Qualtrics survey to invite feedback from faculty on the type of support they want and identify the best time to distribute it to the faculty.

4. Student Mental Health

John Sanbonmatsu joined for this part of the meeting. He stressed the importance of addressing student mental health needs via improved faculty awareness and training. This work transcends the duties of a single committee: There needs to be collaboration between faculty, students, the SDCC, and the administration.

- **Action item (Scott Barton):** CASL wants to introduce the topic at the first faculty meeting (scheduled for Thursday, September 2nd) and then organize a longer discussion at the next meeting.

5. Adjournment

The meeting was adjourned at 3:04PM.

Minutes prepared by:

Jeannine Coburn

CASL Acting Secretary