

Meeting Agenda

CAL Chairs Council

Date: September 4, 2025
Time: 9:00-11:00am
Location: Frazier Hall 214 ([Zoom link](#))

Announcement and/or discussion items

- A. Follow-up and feedback
 - 1. Welcoming assembly
 - 2. Chairs retreat
 - 3. Workload as it relates to sabbaticals, course release, administrative duties, etc.
 - 4. ROTC update
- B. Fall adjunct usage
- C. Spring scheduling
- D. Business Officer updates – Clyde
 - 1. OAR process
 - 2. Adjunct contract process
 - 3. Student travel
 - 4. Local accounts and student events
- E. College deadlines calendar and faculty evaluation/eligibility list – John and Mel
- F. CAL Connect – Zack

Guests

- Denise Scott, HR Business Partner for Talent Acquisition – search committee training (9:00)
- Amy Wuest and Emma Fox-Fogle – research development support and the ASSERT program (10:00)
- Adam Bradford – chairs questions and concerns (10:30)

Upcoming events and deadlines

- Election nominations due: September 5 at 5:00pm
- Budget Town Hall: September 11 at 3:00pm
- Travel proposals due: September 26 at 5:00pm
- Sabbatical applications due: October 3 at 5:00pm
- Course release for interdisciplinary courses due: October 3 at 5:00pm
- INL Workshop Day: October 27