

**CAS Leadership Team
Meeting Minutes
September 21, 2026 at 3 p.m.
Sahnish, Memorial Union**

Present: Nadeje Alexandre, Kaitlyn Alme-Hjelseth, Kjersten Nelson, Stephenson Beck, Bradley Benton, Erin Gillam, John Wilkinson, Dennis Cooley, Dominic Fischer, Ben Austinson, Nancy Hodur, Robert Hubbard, Jess Jung, Jessica Striker, Rhonda Magel, Sylvio May, Laura Parson, Amy Stichman, Michael Strand, Lisa Montplaisir, Sarah Boonstoppel (Faculty Senate Rep), Jenni Momsen, Christina Weber, Clayton Hilmert, and Tyler Wottrich

Absent: Jenna Reno, Jess Bontjes, Ben Schneweis, Dean Webster, Susan Kliman, Laura Aldrich-Wolfe, Erik Hobbie, Katie Reindl, and Suzzanne Kelley

Agenda Item 1: Welcome and Introductions

Agenda Item 2: Saturday prospective student visits

Discussion: Pros/Cons

- 20 students for CAS
- Change to a different day of the week...? Feedback
- How are students contacted about this event? Speak to Admission about advertising and follow-ups with students

Agenda Item 3: Unit Goals: 3 - 5 priority areas, key actions, measures of success, and target date. Due to the Provost Sept 30 (asking for an extension)

We can work this out over email.

- Collectively work on as a college
- Further clarification will be gained – UPDATE: This is for the Dean role, will be addressed as Interim Dean. Will continue College priorities discussions throughout the fall.

Agenda Item 4: How to contact for “urgent requests”

- Contact Interim Dean Montplaisir via cellphone or email.

Agenda Item 5: Action Items follow-up and clarification from college meeting:

Due September 23:

- Names of committee members, chair of committee, and staff who are involved in all things scholarship selection and reporting related.
 - Scholarship sheet
 - No more than cost of attendance/room & board
 - Working on updating language/messaging

Due Sept 28:

- Nominate 1–2 faculty for serving on an ad hoc committee on establishing a process and template for Faculty Development and Success Plans. This will include both teaching development and research development, as appropriate.
 - Ad Hoc committees - Workload equity policies
 - Professional development Research/Teaching
 - SCES below 3 and below 20% DFW (2 benchmarks)

Due Oct. 5:

- List of aspirational universities for the programs in your college and what makes them the top programs in the country.
- List of peer universities for your programs and how we compare.
- List of the premier national/international academic and/or industry associations in the fields covered by your college, current leadership, and your/your faculty's current engagement in those associations.

Due Oct. 19:

- Review, rationale and plan for meeting the 5% target for minimum class section size in spring 2027.

Due Nov. 2:

- Review, rationale and plan for improvement for every class in your college with a DFW over 20%. We were sent this information by section in each course and I am working on getting that to you as well.
 - Workload equity policies
 - Course list of those that fall below
 - Roadmap of stacked classes (Power BI Exempt/Non-Exempt)

Recording Secretary
Ben Austinson