California State University San Marcos

College of Education, Health and Human Services

ALL COLLEGE MEETING

May 10, 2017

12:00 noon- 2:00 pm

USB 2300

Lunch 12:00 – 12:30

Meeting 12:30-2:00

**AGENDA**

1. CCC Chair’s Welcome (Kohlbry)
2. Dean’s Report (Powell)

* Strategic & Diversity Planning

1. Recognitions (Powell)

* Denise Boren, SON Director
* Alice Quiocho, HD Director

4. Open Committee Seats & Bylaw updates (Kohlbry)

5. Committee Reports (Attached)

* Budget & Academic Planning Committee (BAPC) (Boren)
* Curriculum & Academic Planning Committee (CAPC) (Kang/Andera)
* Faculty Development & Planning Committee (FDPC) (Siyahhan)
* Lecturer Advisory Council (LAC) (Nahrstedt & Guarino)

Governance Report to All College: CCC Committee Chair

Pamela Kohlbry, SON  
AY 15-16 and AY 16-17  
 **Accomplishments:**  
What has been done/accomplished during term?

* Fall 2015 Sabbatical
* Spring 2016 Began all College Review of Strategic Planning Outcomes
  + Of the 7 SP areas most outcomes were met
  + Some of the 5 year goals were too vague
* Fall 2016- Spring 2017 Completed Review of Strategic Planning Outcomes and Determined Need for Planning New SP and DP Fall 2017
  + Some things were tried and didn’t work such as brown bag events
  + Some outcomes were no longer relevant
* Spring 2017 Review areas in By-laws that need updating
  + LAC committee structure
  + Structure of the CCC
* Fall and Spring 2016-Spring 2017
  + Chaired CCC meetings, All College meetings and MC for Annual Awards

**Plan of Action:**

**Brief Summary** and essential information pertinent to ALL COLLEGE:

* For next term
  + Complete and approve new LAC structure
  + Consider redefining the role of CCC
    - The College committees (BAPC, FAPC) report recommendations directly to the Dean for not through the CCC
    - Determine membership without extra representatives to create an equity for voting
    - Consider having the CCC Chair on the Directors and Chairs meetings
    - Meet every other month

**College of Education, Health and Human Services**

**Standing Committee Report to All College**

BAPC  CAPC  FDPC  LAC

**SEMESTER/YR**: AY 2016/2017

**MEMBERS**:

Devan Romero (Chair), Blake Beecher, Wendy Hansbrough, Denise Boren (Acting Chair Spring 2017), Pat Stall, Madeline Lee, Shannon Cody, Jessica Wilson, Denise Garcia

**ACCOMPLISHMENTS:**

What has been done/accomplished in the academic year 2016/2017?

* Reviewed all School/Department/Programs Three-Year Rolling Plans for the College
* Outlined three Universal Objectives that emerged as common themes for the College’s Three-Year Rolling Plan
* Created 2-3 activities/action items for each Universal Objectives to be implemented in the next three years.
* Reviewed and ranked four Tenure Track Hire Requests and forwarded the ratings to the Dean
* Revised the Faculty Needs Analysis Table and Rubric for Tenure Track Hire Request for 2017/2018.

**PLAN OF ACTION:**

What does your department/school plan on doing in the upcoming semester/ year?

* Continue to brainstorm and outline activities and action items for the Universal Objectives in the Three-Year Rolling Plan.

**3 YEAR ROLLING PLAN:**

How has your committee been involved with the plan? What are you currently doing? What do you plan to do in the upcoming semester? Year?

* Reviewed all School/Department/Programs Three-Year Rolling Plan and requested additional information for the larger College Plan.
* College Three-Year Rolling Plan draft was formed and submitted to the Dean.
* Revised the Faculty Needs Analysis Table and Rubric for Tenure Track Hire Request for 2017/2018 in preparation for work on the 3 Year Rolling Plan fall 2017.

**BRIEF SUMMARY** and essential information pertinent to ALL COLLEGE:

* Reviewed all Three-Year Rolling Plans for the College and composed the larger College Plan and submitted to the Dean.
* Outlined 3 Universal Objectives for the College: Implement college-wide community partnerships and outreach, interdisciplinary and interprofessional activities, and diversity strategies.
* Reviewed and ranked 4 Tenure Track Hire Requests and forwarded the ratings to the Dean.
* Revised the Faculty Needs Analysis Table and Rubric for Tenure Track Hire Request for 2017/2018 in preparation for work on the 3 Year Rolling Plan fall 2017.

**College of Education, Health and Human Services**

**Standing Committee Report to All College**

BAPC  CAPC  FDPC  LAC

**SEMESTER/YR**: Spring 2017

**MEMBERS**: Susan Andera and Hyun Gu Kang, Co-chairs; Elizabeth Garza, Jimmy Young, Jodi Robledo, Ingrid Flores

**ACCOMPLISHMENTS:**

What has been done/accomplished in the last semester?

* Reviewed 18 items submitted during the semester
* 4 Program changes
* 3 new courses
* 11 course changes
* These include elevation of 3 MA in Education options into 3 distinct MA programs

**PLAN OF ACTION:**

What does your department/school plan on doing in the upcoming semester/ year?

* Review elevation of 2 of MA in Education options

**3 YEAR ROLLING PLAN:**

How has your committee been involved with the plan? What are you currently doing? What do you plan to do in the upcoming semester? Year?

* Identify and create in-house materials to help with curriculum process with our college, pending the implementation of Curriculog
* Identify and create resources to support hybrid and online teaching modalities
* Identify and create academic policies that are specific to our college

**BRIEF SUMMARY** and essential information pertinent to ALL COLLEGE:

* We need one new member from Education, one new member from Nursing, and one new at-large for next academic year. Please volunteer!
* Paul Stuhr from Kinesiology will chair University Curriculum Committee
* Academic Programs will transition to using Curriculog, an electronic curriculum approval system in January. CAPC will not accept paper submissions by a certain date TBA.
* IITS is discontinuing the use of BOX around December, and want us to all migrate to using OneDrive (through Outlook/Microsoft)

**College of Education, Health and Human Services**

**Standing Committee Report to All College**

BAPC  CAPC  FDPC  LAC

**SEMESTER/YR**: Spring 2017

**MEMBERS**: Sinem Siyahhan (Chair), Nancy Romig, Noriko Toyokawa, GG Salvatierra, Jacky Thomas, Moses Ochanji, Kathy Fuller, Janet Powell (non-voting)

**ACCOMPLISHMENTS:**

What has been done/accomplished in the last semester?

* We put together a Lecturer Evaluation Policy for the college and sent it to FAC.
* We spent Spring 2017 semester following up with FAC about RTP documents edits (this was submitted in the Fall 2016), Public Health RTP document (this is a new document), and lecturer evaluation policy.
* The RTP revisions has passed through the senate.
* FAC came back with major edits to the Public Health RTP document and Lecturer Evaluation Policy.

**PLAN OF ACTION:**

What does your department/school plan on doing in the upcoming semester/ year?

* Because FAC returned their comments late in the semester, the two items mentioned about will be the priority in the next academic year. FDPC members need to review the comments by FAC, make edits, and send it back to FAC.

**3 YEAR ROLLING PLAN:**

How has your committee been involved with the plan? What are you currently doing? What do you plan to do in the upcoming semester? Year?

* N/A

**BRIEF SUMMARY** and essential information pertinent to ALL COLLEGE:

* N/A

**College of Education, Health and Human Services**

**Standing Committee Report to All College**

BAPC  CAPC  FDPC  LAC

**SEMESTER/YR**: Spring 2017

**MEMBERS**: Jeannine Guarino (Co-Chair), Kristen Nahrstedt (Co-Chair), Tony Ordas, Julie Rich, Deborah Bennett, Lisa Bandong, Dom Betro, Denise Garcia (non-voting)

**ACCOMPLISHMENTS:**

What has been done/accomplished in the last semester?

* LAC supported the Lecturer Task Force by developing and sending out surveys to all lecturers regarding space allocations, collecting those surveys and working with the Task Force to develop a report on the results for FAC.
* LAC expanded its education and advocacy efforts to all lecturers within the College by developing a campaign to ensure lecturers were aware of certain benefits and programs available to them such as: 1) Professional Development Funds; 2) Travel Funds.
* LAC members supported FDCP’s work by providing FDCP with feedback on the various WPAF’s (Lecturer Evaluation Policies) for each program within the College.
* LAC members continued to act in the role of mentor to new lecturer hires within each Department.
* LAC developed a lecturer recognition award that allows for colleagues to nominate one another.

**PLAN OF ACTION:**

What does your department/school plan on doing in the upcoming semester/ year?

* LAC plans to develop a list-serve for lecturers within the College, with the goal of bringing together instructors from different disciplines who are interested in sharing pedagogy practices, research endeavors, and community-based work.
* LAC will work to develop by-laws, processes and procedures that are in line with CEHHS’ standing committee by-laws and governance structures with the goal of becoming a standing committee
* LAC will collaborate with other departments in different Colleges within CSUSM to provide guidance on setting up a mentoring program for newly hired lecturers
* LAC will develop a strategic plan for engaging lecturers within the College with the goal of increasing lecturer involvement in governance, scholarship and creative activity and community engagement.

**3 YEAR ROLLING PLAN:**

How has your committee been involved with the plan? What are you currently doing? What do you plan to do in the upcoming semester? Year?

* N/A

**BRIEF SUMMARY** and essential information pertinent to ALL COLLEGE:

* This year LAC worked hard to identify strategies to engage lecturers and support them in becoming more involved in the College and the larger University. Currently, the college employs over 170 lecturers and many teach multiple classes. However, historically lecturers remain on the periphery of the College and the larger University despite the many opportunities afforded to them to participate in most aspects of governance, scholarship and creative activity and professional development. We look forward to shifting our focus next year on developing tangible strategies to engage lecturers with the goal of engendering greater participating in the aforementioned activities.