**Leadership Council**

Minutes – February 12, 2019

1:30 - 2:45 PM in UNIV 449

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| X | Pat Stall, Director  School of Education | X | Pam Kohlbry, Interim Director  School of Nursing |
| X | Anne Rene Elsbree/Annette Daoud Associate Directors, School of Education | X | Wendy Hansbrough, Associate Director  School of Nursing |
| X | Teru Toyokawa, Director  Human Development Department | X | Emmanuel Iyiegbuniwe, Director  Public Health Program |
| X | Jeff Nessler, Chair  Kinesiology Department | X | Emiliano Ayala, Dean  CEHHS |
| X | Blake Beecher, Chair  Social Work Department | X | Deborah Kristan, Associate Dean  CEHHS |
|  | Lori Heisler, Chair  Speech-Language Pathology Department | X | Shannon Cody, Assistant Dean  CEHHS Student Services |

*Time Certain Guests (2:15): Stacy Slagor; Christine Andersen; Marilyn Huerta*

1. Approval of Agenda (EA)

Approved as they stand, per change of Dr. Kohlbry’s name and title.

1. Approval of Minutes from December 8, 2018 (EA)

Approved as they stand.

1. Updates/Notices
   1. Budget Update/Expenditures (DK)
      1. Departments with surplus funds should expend them before year-end. Especially for units with 48500 balances.
      2. EL Revenue shares can be used for student travel.
      3. Dean Ayala discussed his plans to modify the student success grants to allow students to travel even when not presenting. Additionally, he highlighted the need for spending plans on the unit level to avoid the campus clearing the accounts.
   2. Deans Lists (EA/DK)
      1. Dean Ayala discussed the current state of the Dean’s List and asked if anyone had suggestions for recognizing the students on the list.
   3. Undergraduate Advising Transition (SC)
      1. The UA committee met for the first time last week. Plans are still be set for a centralized advising area requiring 23 offices and Regina Eisenbach is committed to continued college participation in the advising process.
2. Action/Decision Items
   1. Summer LC Retreat (EA)
      1. Dean Ayala is considering hosting a one day retreat off campus as previously discussed with agenda items including the 3yr Rolling Plan, professional development focused on leadership in education, and other items to be determined.
      2. Proposed times: June through August were identified.
      3. **To Do:** Malachi will send a ‘Doodle Poll’ with dates from June through August.
3. Discussion Items
   1. 3 year Rolling Plan (EA/DK)
      1. Dean Ayala discussed the complexity of condensing 40 pages to his 10-page report. There are only seven goals for the college and he noted there were many more in the college report. As a result, Dean Ayala wishes to trigger a reevaluation of the 3 year Rolling Plan process.
   2. Students in Good Standing (SC)
      1. CEHSS Student Services received inquiries regarding various current student’s standings in their programs. Her department would provide letters covering the student’s academic standing and Assistant Dean Cody will provide copies of her templates.
      2. Departments can provide input on what they would like in their letters.
   3. Shared Governance Operations/Dean’s Budget Advisory Group (EA)
      1. Carried forward to the next meeting.
   4. Staff/Faculty Awards/Protocol (EA)
      1. Discussion surrounding the upcoming awards ceremonies as we approach Academic Year end. The members updated the Dean on previous years’ practices and their perceptions of the events.
      2. Associate Dean Kristan pointed out that suggestions made previously implied that the staff and faculty awards could be separate from the students and alumni functions.
         1. Members pointed out the need for recognition of the staff and faculty, but also addressed how the lack of nominations (i.e. one nominee) may affect the proceedings.
      3. Is it possible to make substantive changes by May 15th?
         1. After rumination, consensus was keeping the Spring Celebration focused on students and alumni, while the faculty and staff can be saved for the Fall Convocation meeting in December.
         2. Should the nominees be one from each school or should the committee cast a wider net and have a single pool?
            1. Committee agreed to have a single pool across units per nomination and have the ad-hoc committee review college-wide.
      4. **To Do:** Malachi will coordinate with Melinda regarding the Dean’s Award process and ceremony in May. The number of nominees by unit and degree program (i.e. Graduate and Undergraduate per unit or a single one) also needs clarification.
   5. Call for IPE Taskforce (EA)
      1. Dean Ayala wishes to put out a call for faculty to create a taskforce for IPE. The goal would be to create a menu of options for IPE within the college that faculty could choose from.
      2. To Do: Dean’s Office will create an ad-hoc Dean’s committee and will send out a call for (self) nominations for the committee, which will consist of one faculty per each of the seven units.
   6. Guest Presentation – Advancing the College’s Fundraising
      1. Introductions of the guests and committee and Dean Ayala described the nature of CEHHS.
      2. Stacy and Christine reviewed the provided PowerPoint.
         1. Dean Ayala discussed the urgency of fundraising to the survivability of the public education edifice in light of dwindling state funding.
         2. Additional information regarding Giving Day was provided highlighting the narrative nature of soliciting funds using this mechanism.
         3. Dean Ayala highlighted the possibility of an IPE building or clinic where the college could grow. For example, the expanding of the relationship with partners like Kaiser would fall under Christine’s purview.
         4. Jeff Nessler discussed his efforts with the surfing industry. Stacy explained how University Advancement could provide differing levels of support. In light of this, Dean Ayala asked that UA consider the best way to integrate disparate unit’s goals/opportunities into the shared pool of the college.
4. Announcements (All)
5. Future Items
   1. TBD