**Faculty Development & Policy (FDPC) Committee**

College of Education, Health & Human Services (CEHHS)

MINUTES – Thursday, November 7, 2019

10:45 a.m. - 11:45 a.m. in UNIV 449

**Committee Members:**

|  |  |  |  |
| --- | --- | --- | --- |
| x | Madeline LeeSchool of Health Sciences & Human Services | x | Christina Holub, ChairSchool of Nursing |
| x | Deanna AsakawaSchool of Health Sciences & Human Services |  | Geri SchmotzerSchool of Nursing |
| x | Garrett DelavanSchool of Education |  | Vacant - At-Large |
| x | Laura Wendling School of Education |  | Emiliano Ayala, DeanCEHHS ***(Non-voting)*** |

**10:45am CALL TO ORDER**  (HOLUB)

 Establish quorum

 **APPROVAL OF AGENDA** (HOLUB)

Move to approve: Wendling

Seconded: All

Approved: approved

 **APPROVAL OF MINUTES FROM LAST MEETING** (HOLUB)

 October 3, 2019

Move to approve: Asakawa

Seconded: All

Approved: approved

 **OLD BUSINESS UPDATE**  (ALL)

* FDPC Chair update on CIDE visit (re: diversity language in RTP process)

Christina attended CIDE, FDPC will offer guides on new faculty policy and development.

* Letter to President Neufeldt, in collaboration with CIDE
* At-large vacancy

Bonnie will follow up and resend a request to fill vacancy.

**10:50am FAC UPDATE**  (ASAKAWA)

A candidate may include... (ask for language from Deanna)

language is up to college to include. Standards will be up to FDPC, CIDE

can help create language.

Survey about RTP process went out to all faculty, related to making the process more efficient. Other CAL States review process is more streamlined. Survey went out Tuesday, 11/5/2019.

School director policies, FAC drafted a basic policy, waiting to consult with AA prior to going to senate. School directors will be evaluated. Evaluation as a director must be included in WPAF to be counted as an evaluation.

Program directors/department chairs are not included in this policy.

Will continue discussion at December meeting.

**11:00am FDPC NEXT STEPS DISCUSSION**  (ALL)

* Examples of mentorship statements for new faculty (see next page)

Mentoring guidelines currently do not include must/shall. Can Jr. Faculty mentoring be a part of chair, director, leadership duties? Faculty center has new faculty institute and faculty connections group for Jr. faculty in their first year.

Directors should make opportunities available for Jr. Faculty.

* Non-traditional TT roles (e.g., clinical TT in nursing, research tracks) (December meeting)

**11:40am FUTURE DISCUSSION ITEMS** (ALL)

* Director and chair policies (December meeting)

**ANNOUNCEMENTS**  (ALL)

Dean Ayala - BLP discussion at Senate, efforts to look at fiscal solvency of programs before they move forward. Be mindful of dual listed classes.

**11:45am ADJOURNMENT** (HOLUB)

*Next Meeting: December 5th*

Upcoming Meetings:

December 5, 2019; February 6, March 5, April 2, May 7, 2020

**Examples of Mentorship Statements for New CEHHS Faculty**

Note: TT hire requests could not be redacted easily for our review. Per Dean Ayala: *… here is a general sense of what they include in their one paragraph response:*

1. They express strong commitment to support new faculty
2. The encourage regular 1:1 meetings with their Director or Chair to provide opportunities to discuss items related to new faculty transition to CSUSM
3. We now require (Dean’s letter) that they attend the New Faculty Institute as a part of the teaching release time their first year. Chairs also echo this participation.
4. Some departments/schools encourage senior faculty to serve as mentors yet others do not mention this in their plan
5. Some departments/schools encourage them to apply for the faculty mentoring program (for students) but I’m not sure how that supports new faculty?