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

College of Education, Health & Human Services (CEHHS)

Minutes – December 2, 2021

10:45 a.m. - 11:45 a.m. via Zoom & UH449

<https://csusm.zoom.us/j/81888651961>

**Committee Members:**

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| --- | --- | --- | --- |
| x | Deanna Schmidt, Chair  School of Health Sciences & Human Services | x | Katie Robinson  School of Nursing |
| x | Teru Toyokawa  School of Health Sciences & Human Services | x | Tom Olson  School of Nursing |
|  | Grace McField  School of Education  (Moses Ochanji – Sabbatical Fall 2021) | x | Christina Holub  At-Large |
| x | Rebecca Brooks – Sabbatical Spring 2022  School of Education | x | Jennifer Ostergren, Dean  CEHHS (***Non-voting)*** |

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

Establish quorum

**APPROVAL OF AGENDA** (SCHMIDT)

Approved as written

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

Approved as written

**OLD BUSINESS UPDATE**

**DEAN UPDATE**  (OSTERGREN)

* Resources for spring, one-time funds are available to cover the costs of strategic planning work. Ideas, welcome baskets/care package for faculty, all-college read, ideas to support faculty. Dealing with mental health, how to be a good school director or chair. Learning community within CEHHS, (bring CEHHS together, Learning Community). Social Community building event in February. Assistance and/or materials for lecturer faculty, Jenn is attending LAC on December 16th.

**10:50am SENATE UPDATE**  (SCHMIDT/OLSON)

**CCC UPDATE**

* CSUSM is working on forming a GE taskforce, all CSU’s must agree on a GE by 2024

**11:00am DISCUSSION** (ALL)

* Discuss School of Nursing revisions to Policy FAC 332-08 Evaluation of Temp Faculty Unit 3 Employees
* Received revisions for the SON lecturer evaluation policy. FDPC is to make sure the SON policy fits within the CEHHS college document. FDPC will make comments, send that back to SON for review. FDPC is concerned about the SON faculty workload to require classroom observations of lecturers. FDPC will ask SON to use the college forms A, B, & C to avoid confusion.
* Discuss CEHHS Mentorship priorities, next steps, how to and when to start.
  + Share School of Nursing mentoring documents with FDPC
  + Discuss set up or update of procedural orientation for each unit
  + Discuss CEHHS onboarding binder, digital or hard copy
  + Discuss welcoming faculty to CEHHS, units, or college welcome
  + Discuss FDPC meetings as a possible resource to inform faculty and answer questions
* Pick a date for the first week in February CEHHS community building social lunch event. Monday, February 6th tentative lunch date for faculty.
* Discuss if a number of items are added to the CEHHS Lecturer RTP evaluation document. Discuss steps FDPC should take to proceed with this referral.

Currently, there is no item limit for lecturers, FDPC will contact LAC to find out what they would prefer. It is suggested to have the number of items for lectures be the same as it is with TT to avoid confusion.

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

* Addressing Faculty morale (list of possibilities) –short-term and long-term goals
* Finalize school director evaluation tool; feedback from stakeholders –from last AY

**11:45am ANNOUNCEMENTS/ADJOURNMENT** (ALL)

Upcoming Meetings: Feb. 3, Mar. 3, April 7, May 5, 2022