**Faculty Development & Policy committee**

College of Education, Health & Human Services (CEHHS)

MINUTES – September 06, 2018

10:45 - 11:45 AM in UNIV 449

**Committee Members:**

|  |  |  |  |
| --- | --- | --- | --- |
| X | Alison Scheer-Cohen, Chair  School of Health Sciences & Human Services | X | Elvira Gomez  School of Nursing |
| X | Fernando Soriano  School of Health Sciences & Human Services | X | Geri Schmotzer  School of Nursing |
| X | Rebecca Brooks  School of Education |  | Madeline Lee  At-Large |
| X | Laura Wendling  School of Education | X | Emiliano Ayala, Dean  CEHHS ***(Non-voting)*** |

Guest(s): N/A

**CALL TO ORDER** (SCHEER-COHEN)

**Quorum Established**

**APPROVAL OF AGENDA** (SCHEER-COHEN)

**Approve agenda for 09/06/2018- Approved**

**APPROVAL OF MINUTES FROM LAST MEETING** (SCHEER-COHEN)

**Approve minutes from 09/07/2017- Approved**

**Approve minutes from 10/05/2017- Approved**

**INTRODUCTIONS**

**Committee members introduced themselves.**

**SELECT NEW CHAIR**

**Alison Scheer-Cohen and Rebecca Brooks were elected as the co-chairs of FDPC for 2018-2019 Academic Year.**

**UPDATES FROM LAST ACADEMIC YEAR**

* Public Health RTP Document

**Retention, Tenure, and Promotion (RTP) Standards for Public Health Department was signed by the President and Provost and is effective as of 05/04/2018.**

* Lecturer Evaluation Policy

**Lecturer Evaluation policy was approved by Senate on 12/06/2017. Awaiting signatures from President and Provost.**

**NEW BUSINESS**

* New business for the 2018-2019 academic year:
* **Governance:**
* **Review the definition of ‘routine service.’**
* **Bring to CCC:**
* **Establishing timelines for voting (e.g., sending out a reminder to committees to vote for the chair of the committee for the next academic year in May of the Spring semester).**
* **RTP:**
* **Discuss mentoring junior faculty during the RTP process (e.g., How? Who?).**
* **Review the college RTP documents (e.g., what should be included in a file).**
* **Consider obtaining information from the Faculty center, other colleges (e.g., CHABBS), and personnel in Faculty Affairs (e.g., Michelle Hunt; Patricia Runzel).**

**ANNOUNCEMENTS**

**None**

**ADJOURNMENT** (SCHEER-COHEN)

**11:30 a.m.**

*Next Meeting: October 4, 2018*