**Leadership Council**

Minutes October 8, 2019

1:30 - 2:45 PM in UNIV 449

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|  | Pat Stall, Director  School of Education | X | Tom Olson, 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 | Deborah Kristan, Interim Director  Public Health Program |
| X | Paul Stuhr, Chair  Kinesiology Department | X | Emiliano Ayala, Dean  CEHHS |
| X | Blake Beecher, Chair  Social Work Department | X | Deborah Kristan, Associate Dean  CEHHS |
| X | Lori Heisler, Chair  Speech-Language Pathology Department | X | Shannon Cody, Assistant Dean  CEHHS Student Services |

Time Certain 1:30pm: ASI Student Representatives Genessis Quezada and Keith Lin

1. Approval of Agenda (EA)

Approved as it stands.

1. Approval of Minutes from September, 2019 (EA)

Approved as they stand.

1. Updates/Notices
   1. ASI Student Representatives (GQ)
      1. 12/5 11:30-1pm ASI will host an event for CEHHS student groups to host booths and donation centers for worthy causes. Everyone is invited to attend and the Dean will be present for a period to meet students.
      2. They are looking into ways to involve the students in Temecula to a greater extent as well as School of Nursing.
      3. Are there intermural sports or any physical activity related events scheduled?
         1. There aren’t any currently planned but there is a Campus Olympics under discussion for the spring semester.
      4. What are the affiliations between ASI and our student organizations? Are they organized by college or program?
         1. This requires further exploration and Genessis will work with Shannon to research the relationship.
   2. State-side budget/planning (EA/DK)
      1. President made decision was made to withhold 1.8mil in base and one-time funds to be allocated after her Listening and Learning Tour.
      2. The campus is also working to rectify the lack of reserves.
      3. Updates provided regarding the current state of the budget and how the fall performance affects the spring allocation. Stateside base final budget numbers will be solidified by February due to census in spring.
      4. Deans will continue to provide information as they become aware.
   3. EL Budget/planning (EA/DK)
      1. Deborah has done an excellent job of pushing for accurate numbers on the EL Revenue shares from 2018/19 using actual numbers, which added nearly $350k to the share for the college.
      2. Current spending guidelines are in effect and therefore follow Executive Order 1099. Essentially, funds cannot be used for solely stateside expenditures.
         1. A justification will be required noting the proportionality of revenue produced during summer (special sessions), a stateside only program that generates revenue for EL may be a beneficiary of EL Revenue/Program Surplus share allocations to cover costs including professional development for stateside only faculty and program wide events.
   4. UH secondary space/moves (EA)
      1. We are very close to get the moves approved and set up. Hopefully, by end of October we should have a calendar of moves.
   5. SCCUR
      1. Undergraduate students from throughout So Cal will be presenting their papers and research. Students from CSUSM are free to attend.
   6. Faculty and Staff Awards (EA)
      1. 2 individuals for each category and our ARC is seated.
   7. 2020 Commencement (SC)
      1. The college was split between morning and afternoon depending on when the unit went last year. The current split is set such to be nearly equal in length.
      2. Gonfalons are being considered for each department, not just college. With the acceptance of the unit leads, Shannon will inform commencement office that CEHHS would like to have banners for each unit.
2. Action/Decision Items
   1. Giving Day (EA)
      1. Fundable ideas for giving day or opportunity stories that can be used for philanthropy and advancement are necessary for allocation of donations from Giving Day. If you already have fund ids from last year you can reuse for this year. CEHHS giving day funds will be used to provide money for students to present and attend developmental conferences.
3. Discussion Items
   1. Carry-forward requests by March 13th (DK)
      1. Professional Development funds should be expensed or encumbered earlier than other funds to ease the process of closing books by year end. When would the committee like to have PD close by?
         1. **To Do:** The units will discuss this with their faculty and bring back their comments to the next meeting.
4. Announcements (All)
5. Personnel (EA) – Nora will be leaving by 10/18.
6. Dean’s Advisory Council – This is being formed and will have its first meeting on November 1.
7. SoN suffered the loss of a student to health issues. In honor of her life, a special pinning ceremony was held bedside before she died with SoN faculty and students attending.
8. Future Items

* Dean Morningstar will attend the November meeting.