**College Coordinating Committee**

College of Education, Health & Human Services (CEHHS)

**Draft** MINUTES – November 16, 2016

1:00 - 2:00 PM in UNIV 449

**Committee Members:**

|  |  |  |  |
| --- | --- | --- | --- |
| X | Pam Kohlbry, **Chair**School of Nursing |  | ***TBD***School of Nursing |
| X | Carol Van Vooren, **Co-Chair**School of Education |  | ***TBD***School of Nursing |
| X | Devan Romero, Chair of BAPCSchool of Health Sciences & Human Services |  | ***TBD***School of Education |
| X | Hyun Gu Kang, Chair of CAPCSchool of Health Sciences & Human Services |  | ***TBD***School of Education |
| X | Sinem Siyahhan, Chair of FDPCSchool of Education |  | Shannon Cody, DirectorCEHHS Student Services ***(Non-voting)*** |
|  | Jeannine Guarino, Chair of LACSchool of Health Sciences & Human Services | X | Janet Powell, DeanCEHHS (***Non-voting***) |
| X | Christina Norita, StaffSchool of Health Sciences & Human Services |  | Denise Garcia, Associate DeanCEHHS ***(Non-voting)*** |
|  | ***TBD***School of Nursing |  |  |

Guest(s):

**CALL TO ORDER**

Having established quorum, the meeting was called to order at 1:03 PM

**APPROVAL OF AGENDA**

 Agenda for 11/16/16 meeting was approved as presented

**APPROVAL OF MINUTES**

 October 12, 2016 meeting minutes were approved as written.

**ANNOUNCEMENTS**

Pam will draft email to chairs and director to forward information regarding peer review mini grants available for faculty teaching online. Link to application form on Faculty Center Website.

CEHHS Holiday Celebration is scheduled for December 7th; Spring All College meeting scheduled for January 16th; end of
year All college meeting scheduled for May 10th; CEHHS Annual Awards Recognition event is scheduled for May 16th

**DIVERSITY STRATEGIC PLAN**

Dean Powell discussed best ways to work on a Diversity Strategic Plan for CEHHS. Suggestions included bringing in a consultant to lead a working group; who should it be? Ad hoc task force or committee? leadership council and CCC? how often to meet? Once the plan is written, who implements? Diversity Strategic plan will be an agenda item for the All College meeting scheduled for January.

**CEHHS STANDING COMMITTEE REPORTS**

* ***BAPC*** - Working on 3Yr rolling plan , ranked TT hire requests-sent results to Dean
* ***CAPC*** - Completed work and approval of curriculum changes submitted for forwarding to academic programs
* ***FDPC*** - Coordinated process for CEHHS and unit RTP documents to bring them in line with recent changes to University RTP document, all accomplished and documents forward to senate;
* ***LAC*** - No report
* ***STAFF*** - No new staff hires; Heidi Jones moved from Dean’s office to be AD for Public Health

**OLD BUSINESS**

Due to time, did not discuss this agenda item (Committee Strategic Plan discussion: Review of feedback and referrals Numbers 4, 6, 7)

**NEW BUSINESS**

Filling CCC vacancies to be in compliance with Bylaws, suggest inviting volunteers at January All College meeting. Will also discuss possible solutions regarding CCC membership balance dictated in bylaws.

Spring 2017 meeting dates will be February 8, March 8 and April 12 from 1:30 - 2:30. Meeting invite through outlook will be sent out.

**AGENDA ITEMS FOR NEXT MEETING**

 Diversity Strategic Plan

**ADJOURNMENT**

Meeting adjourned at 2:10 PM

*Next Meeting: February 8, 2017; Location TBD*

**Strategic Notes from Fall 2016 Convocation**

Strategic Goal Write up notes:

Strategic Plan Goal #1:

Faculty Programming for: online academic programs

 \*Faculty: Student ratio

 \*Faculty: TA ratio

 \*Hiring Practice for out of area faculty/online

 Tenure Track: Lecturers

 Ratio in

 Dept level

Strategic Plan Goal #2

1. 2016 New Team (Program Coordinators/directors)

-orders need to be adjusted

-add Public Health representative

 2) 2016 Each department has a different success measure…. ID them

 -generate shared assessment (eg. % completed)

 -align w/ CEHHS vision/ mission

 3) 2017… Do it by MAY

 -Add ways to celebrate student success as a measureable goal.

 \*What do we do?

 \*What more could we be doing?

 \* How to make it public?

 \* Benefits to students (free parking)

Strategic Plan Goal #3
 1) Further clarification of measurable goal (college wide policies & guidelines?)
 1.1 College Dean will provide support and resources to sustain existing or develop
 new partnerships. (host and attend meetings, provide $$$, …)

1. Advisory Committee Members from each discipline serve on the college wide advisory committee.

Strategic Plan Goal #4
 Lunch with the Dean (x)

 Cookie with the Dean (x)

 Brown Bag (x)

 Student Services

* User Satisfaction Survey (delayed)
* Improvements (delayed)
* Tech and data System (who is responsible?) (???)

 How to meet your colleagues?

Strategic Plan Goal #5)
NOTHING

Strategic Plan Goal #6)

* Increase CEHHS Enrollment
* We are growing FTE’s across CEHHS
* Explore linkages for matriculation to CEHHS programs
* Undergrad recruitment
* Seek scholarships $$ and opportunities
* More Cross- Program collaboration

Strategic Plan Goal #7)

* + Create Structured process (class/other) to incentivize student research.
	+ Research assistant funds
	+ Increased support for mentorship in research
	+ CEHHS grants for faculty and students with measureable goals
	+ Increase partnerships with community, private, non-profit & government agencies to engage students and faculty in research/ creative activities.
	+ Create research “Clearinghouse” for prospective participants and interested parties.
	+ Promote/ bolster incentives (money or course releases) for us (faculty) to do research.