**College Coordinating Committee**

College of Education, Health & Human Services (CEHHS)

**DRAFT** Minutes – February 8, 2017

**Committee Members:**

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

Guest(s): Blake Beecher (Rep for BAPC)

**CALL TO ORDER**

Meeting called to order at 1:35 pm.

**APPROVAL OF AGENDA**

Approve 2/8/17 agenda as presented.

**APPROVAL OF MINUTES**

Approve minutes from November. 16, 2016 as written / amended. - Deferred to March meeting.

**CEHHS STANDING COMMITTEE REPORTS**

***BAPC***

3-year rolling plans completed. Currently revising faculty hiring rubric

***CAPC***

Piloting Curriculog which has some kinks. Program Chairs will need training.

***FDPC***

Completed the CEHHS Lecturer Evaluation Policy and sent to college LAC for feedback.

***LAC***

Absent - No Report

***STAFF***

Front desk staffing

**OLD BUSINESS**

***Committee Strategic Plan discussion: Review of feedback and referrals Numbers 4, 6, 7***

Next steps deferred from All College Meeting when Janet returns.

**NEW BUSINESS**

***Filling CCC vacancies to be in compliance with Bylaws, suggest inviting volunteers at January 16th all college meeting.***

Check with Donna

***Discussion on possible solutions regarding CCC membership balance.***

Membership of the CCC per approved CEHHS Bylaws:

Voting members of the CCC shall be the Chair and Vice Chair of the CEHHS Community, the three standing committee chairs, the chair of LAC, and one staff member elected by the CEHHS staff. Each of the three schools of CEHHS (SOE, SON, and SHSHS) shall have an equal vote on the CCC. If after election of the officers, chairs, and staff member the representation on the committee is not equal across schools, the CCC will elect voting representatives who will be added to the CCC for equal representation. Recommendations to the Dean by the CCC shall be made by majority decision of the voting members. The CCC shall make recommendations to the Dean based on a simple majority across schools. The Dean, Associate Dean and Director of Student Services of the College shall be non-voting members.

Discussion: The need for equal representation and added members creates a burden to fill seats. The original intent of the CCC was to field recommendations from committees to the Dean. The role of the committee has been supportive and solution suggestions for committee needs.

Suggested amendment to the CEHHS Bylaws:

Voting members of the CCC shall be the Chair and Vice Chair of the CEHHS Community, the three standing committee chairs or faculty representative from the committee, the chair or faculty representative of LAC, and one staff member elected by the CEHHS staff. Each of the three schools of CEHHS (SOE, SON, and SHSHS) shall have ~~an equal vote on the CCC. If after election of the officers, chairs, and staff member the representation on the committee is not equal across schools, the CCC will elect voting representatives who will be added to the CCC for equal representation~~ a minimum of 2 seats from each school on CCC. If the minimum of 2 seats is not met. A call will be senet out to the college community to fill the missing seats(s). Recommendations to the Dean by the CCC shall be made by majority decision of the voting members. The CCC shall make recommendations to the Dean based on a simple majority across schools. The Dean, Associate Dean and Director of Student Services of the College shall be non-voting members.

**ANNOUNCEMENTS**

Change in Spring 2018 All faculty Senate Assembly to 4pm on Thursday of admin week. The CEHHS All College Meeting has a 130-330 time slot.

**ADJOURNMENT**

 Meeting adjourned at 2:33 pm.

*Next Meeting: March 8, 2017, 1:30-2:30 pm in UNIV 449*