**College Coordinating Committee**

College of Education, Health & Human Services (CEHHS)

Minutes – February 20, 2019

1:30 - 2:30 PM in UNIV 449

**Committee Members:**

|  |  |  |  |
| --- | --- | --- | --- |
| X | Lori Heisler, Co- ChairSchool of Health Sciences & Human Services |  | Allison Scheer-Cohen Co-Chair of FDPCSchool of Health Sciences & Human Services |
|  | Blake Beecher, C0-chairSchool of Health Sciences & Human Services | X | Rebeca Brooks Co-Chair of FDPCSchool of Education  |
|  | Wendy Hansbrough, Vice ChairSchool of Nursing | X | Christina Norita, StaffSchool of Health Sciences & Human Services |
| X | Jimmy Young Chair of CAPCSchool of Health Sciences & Human Services |  | Joni Kolman, Co-Chair of CIDESchool of Education |
| X | Richard Armenta, Co-Chair of CIDESchool of Health Sciences & Human Services | X | Emiliano Ayala, DeanCEHHS (***Non-voting***) |
| X | Lisa Bandong, Chair of LACSchool of Health Sciences & Human Services | X | Debbie Kristan, Associate DeanCEHHS ***(Non-voting)*** |
| X | Susan Andera, Chair of BAPCSchool of Nursing | X | Shannon Cody, Assistant DeanCEHHS Student Services ***(Non-voting)*** |

Guest(s):

CALL TO ORDER (Heisler)

 Establish quorum/Call to order

APPROVAL OF AGENDA (Heisler)

 Approved 02/20/19 agenda as presented

APPROVAL OF MINUTES (Beecher)

 Minutes from 12/19/19, approved as they stand

# CEHHS STANDING COMMITTEE REPORTS

 BAPC (Andera)

* BAPC is working on the conditional letter appended to their approval of the MSW move to stateside.

 CAPC (Young)

* New CAPC Member Louise Hummel SON
* Jimmy Young moved to approve the appointment of Louise Hummel as the interim SoN member on CAPC, seconded by Lori Heisler. Unanimously Approved.

 CIDE (Armenta)

* Working to identify courses that identify the diversity GE requirement within our programs.
* Lori Heisler brought up the CSU Chancellor’s impending move to reduce GE units from 48 to 42 and including 6 units of lower division classes containing diversity components. This may affect CSUSM’s move to include or add 3 units of diversity in the upper division courses.
* The diversity component requirement is split between 3 units of local and 3 units of global diversity.

FDPC (Sheer-Cohen & Brooks)

* FDPC is creating a survey regarding the supports faculty would like to see in the college, questions they have regarding the process, and informing faculty pertaining to the resources available to faculty.
* FDPC would like the faculty guidelines regarding mentorship sent out to tenure track faculty.

 LAC (Bandong)

* Working with FAC and the Super LAC to revamp the current university policy regarding LACs and working to support the other colleges with CEHHS resources and templates.
* Super LAC recognized CEHHS as a leader in LACs for the campus.
* Will coordinate to have 3yr recognition lecturers present at the ceremony.

 STAFF (Norita)

* Staff positions in SoN replaced with new hires Teresa Woods and Darcy Wright.

# OLD BUSINESS/FOLLOW-UP

## Review & follow-up from all College meeting

# NEW BUSINESS

* CEHHS Budget Transparency—Next Steps
	+ Dean Ayala submitted the 3 year rolling plan to the University. It is currently before the university budget committee (BLP). How would the CCC like to convey what was submitted?
		- Discussion surrounded posting online or in a shared drive for the entire college to see. Dean Ayala mentioned presenting it in its entirety to BAPC and LC. The committee mentioned possibly posting a redacted version publicly.
		- Dean Ayala proposed posting the submitted narrative within the shared drive for faculty/staff and then sharing the budget details with BAPC and LC. After feedback from the two committees, further consideration can be given to disclosing the budget details.
* Role of CCC providing training and direction for new chairs of college committees.
	+ An onboarding process for new chairs of committees would be excellent as agreed upon by the majority of committee chairs present.
	+ Dean Ayala mentioned splitting the onboarding between two processes, general committee processes and then committee specific.
	+ To Do: Lori Heisler will begin drafting the items to include in the general part of the onboarding and Committee Chairs will need to track the items unique to their committees.
* Recommendation to CCC to modify CEHHS Annual Recognition Celebration on May 15, to focus on students & alumni only and recognize and do CEHHS faculty/staff awards in the fall All College Meeting.
	+ The Annual Recognition Celebration will focus on the honor students and then the outstanding graduating student.
	+ Presenters will wear regalia, faculty are encouraged to do so.
* CEHHS Dean’s Student and Alumni award nominations need to be sent out.
	+ Review of the student and alumni processes the Dean drafted to cover this process. Tentative deadline for submission of the graduating student award to the Dean is March 15th, 2019.
	+ The Alumni award:
		- Should the nomination be mandatory per unit?
			* Current language is open-ended (“may”), but doing so would encourage diversity of nominees.
			* Due to current circumstances, the nomination shall remain ‘may’ by the units for the Alumni Award.
		- Should the awardee speak at the ARC?
			* Yes.
	+ The committee members have until Friday 2/22, to provide feedback on these documents.

# ANNOUNCEMENTS

Due to the move to the new building, starting June 29th, some departments will have to survive in boxes as storage spaces are implemented.

 CEHHS All College Meeting, ***May 9, 2019 11:30-2:30***

CEHHS Annual Recognition Celebration, ***May 15, 2019 4:30-7pm***

# ADJOURNMENT

 Meeting adjourned at 2:32pm

*Next Meeting Dates: Monthly on the third Wednesday, 1:30 - 2:30 pm, in University Hall 449:*

*Mar. 20, 2019*

*Apr. 17, 2019*

*May 15, 2019*