**California State University San Marcos**

**College of Education, Health and Human Services**

**Faculty Development & Policy Committee**

 **Minutes, April 7th, 2016**

**10:45am – 11:45am, UH 449**

**MEMBERS & GUESTS:**

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| --- | --- | --- | --- |
|  | Alice Quiocho (SHSHS) |  | Pat Hinchberger (SoN) |
|  | Gail G. Salvatierra (SoN) |  | Jacky Thomas (At-Large) |
|  | Kathy Fuller (SHSHS) |  | Sinem Siyahhan (SoE) (Chair)  |
|  | Moses Ochanji (SoE) |  | Janet Powell, Dean (Non-voting) |
|  | Heidi Jones (Admin. Support) |  |  |

 Meeting opened at 10:45am

* **APPROVAL OF AGENDA & MINUTES**
	+ Approve agenda for 04/07/2016- Approved
	+ Approve minutes for 03/03/2016- Approved
* **COMPLETE THE REVIEW THE CEHHS FACULTY AWARD GUIDELINES DRAFT**
	+ 1. Review the draft here: <https://docs.google.com/document/d/1WFU3sA-4N7qOGj9vHe2_h9D7HC7LmUi9qbpVbaMgydk/edit?usp=sharing>
		Made revisions during the meeting. Approved document contingent on changes.
		2. The guidelines are based on the University Award Guidelines. Review documents for reference here:<https://www.csusm.edu/president/awards/outstandingfaculty/guidelines.html>
		3. The goal is to implement the CEHHS Faculty Award 2016-2017 academic year.
* **RTP DOCUMENT: LANGUAGE REGARDING SERVICE CREDIT**
	+ Jacky Thomas will share the edits made to the RTP college and school/department documents.
	RTP is a two-step process- #1) Service Credit (What does that mean?) & #2) Specification with respect to publication.
	Discussion about making the RTP more or less specific.
* **REVIEW OF SUPERVISION FORMS:**
	+ Sue Moineau will join us at 11:30am to talk about Supervision Forms
	Current evaluation forms that have been used by the CEHHS have never been approved at the Senate level. In a recent discussion/ topic that came up with a faculty member this was discovered. The form that is available for Supervision evaluation (and approved) is not “as good” at evaluating. Asking FDPC to review and approve forms from each department, so they can be used again. Add to next meeting’s agenda.
* **AGENDA ITEMS FOR NEXT REGULAR MEETING**

* **ANNOUNCEMENTS FROM FLOOR**
* **ADJOURNMENT**

*NEXT MEETING: May 5th, 2016*