CEHHS Lecturer Advisory Council Minutes

Thursday, February 17, 2022

3:30 pm – 4:30 pm

 Zoom: <https://csusm.zoom.us/j/83370733164>

**The LAC Mission: “To identify and provide needed resources and supports to lecturers. The Lecturer Advisory Council aims to encourage and enhance communication among lecturers and departmental, college, and university staff and faculty members to ensure a positive and productive teaching and/or supervisory experience.”**

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| x | Jeannine Guarino (SHSHS-SW, 6/22) | x | Sarah Jayyousi (*At-*Large 6/22) |
| x | Kristen Nahrstedt (At-Large, 6/22) Chair | x | Suzi Van Steenbergen (SOE-6/23) |
|  | Tony Ordas (SHSHS - KINE, 6/23) |  x | Deborah Kristan (Associate Dean) |
| x | Lisa Bandong (SoN-PH, 6/22)  | x | Jessenia Lua (Dean’s Office) |
| x | Brenda Miller (SON-6/23) |  | Jennifer Ostergren (Dean) |

Meeting opened at:

Quorum: 3:36pm

Approval of minutes: Brenda motions, Sarah seconds

Approval of Agenda:

* Motion: Brenda
* Seconded: Janine

**New Business**

1. Newsletter- who to highlight? Brenda sent out email but did not receive any responses. Will resend it and see if more respond. Meetups: How do we feel about it? Cancelled the first one. One coming up March 16th – Maybe cancel March one, watch for surge and shoot for April 21st at Port Brewery Lost Abbey. Suggest putting WPAF workshops there. WPAF not announced as often.
	1. Items to include: meet-ups, upcoming WPAF workshops, contract, ???
2. Super LAC meeting: lecturer service and compensation – Terry scheduling a super LAC meeting. Lecturer services and compensation in CCC meeting. Trying to get compensation for lecturers for services. Wanted to see what’s happening throughout the university. LAC group from CSTEM Kristen and Janine reached out. Not much happening. No bylaws. Started a handbook. Asked about their college governance. GPC governance and planning committee. They have a curriculum committee dept chair and one other person from each unit. Does budget, hiring, general meetings with dean. Kind of like CCC equivalent here in CEHHS. Don’t know if they have a lecturer committee. Don’t have anything set up. Janine and Lisa sharing with them how tour governance works. Tama sent out list of lecturers. Personal note just check in maybe send newsletters to them. Offer reminders of the WPAF workshops, experience doing 3-year and offer assistance. Haven’t heard back from Deanna.
3. WPAF: reach out to lecturers in department for support
4. List of lecturers in each dept/school: please email all lecturers to check in. Maybe send newsletter. Think of ways to increase communication with lecturers. Any ideas for topics: In-range progressions, WPAF, Professional Development. Zoom and ways on how to help with burnout. Who wants to do the first post? Suzi happy to repurpose what’s on the post and put a draft together to share.
	1. From Chat: looking at potential dates a week or so before spring break. To try to find the best time, please complete this doodle poll by 2/25.
	2. <https://doodle.com/poll/mgecq97cb2zkkp82?utm_source=poll&utm_medium=link>
	3. Getting together for the super LAC meeting. Terri putting it together. Feedback from the CSTEM people.

**Old Business**

1. LAC meetups
2. Moodle- Suzi and Kristen
3. Request from FDPC for recommendations on WPAF

**Permanent Business**

1. CCC Updates https://www.csusm.edu/cehhs/facultyandstaff/governance/governancearchive.html#acminutes
	1. 09/15
	2. 10/21
	3. 11/10
	4. 12/15
	5. 02/16: Dean Ostergren will reach out to FA to seek information on compensation for lecturers for service
2. Super LAC
3. Standard Operating Procedures
	1. Review chair job description
	2. Review handbook update protocol
		1. [Lecturer Handbooks Assignments](https://www.csusm.edu/cehhs/facultyandstaff/lecturer.html)
	3. Review bylaws
		1. Updates to bylaws need to be amended on CEHHS Lecturer Resource webpage
4. ListServ (Tony)
5. Newsletter
6. University Policy draft - On hold
	1. until Lecturer Inclusion Working Group commences
7. Internship, Service Learning, Clinical Placements (on hold)
8. 2021-22 Mixer/Lecturer Inclusion (on hold)
9. LIWG – Success!

Approved there will be a referendum related to the LIWG chair attending two other meetings. Invited to talk to the provost regarding equity in pay, will implement new practices to show gap in pay between lecturer and lowest TT. Equity concerns regarding EL instruction. (Any updates?)

**Upcoming Spring 2022 meetings:**

**Next meeting: March 17th**

**April 21st**

**May 19th**

**Thursdays from 3:30-4:30pm via Zoom or UH 449**