**Leadership Council**

MINUTES (Approved)

March 6, 2018

1:30 - 2:45 PM in UNIV 449

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| --- | --- | --- | --- |
| X | Pat Stall, DirectorSchool of Education | X | Lorna Kendrick, DirectorSchool of Nursing |
| X | Moses Ochanji, Associate DirectorSchool of Education | X | Amy Carney, Associate DirectorSchool of Nursing |
| X | Teru Toyokawa, DirectorHuman Development Department |  | Emmanuel Iyiegbuniwe, DirectorPublic Health Program |
| X | Jeff Nessler, ChairKinesiology Department |  | Janet Powell, DeanCEHHS |
| X | Blake Beecher, ChairSocial Work Department | X | Deborah Kristan, Associate DeanCEHHS |
| X | Lori Heisler, ChairSpeech-Language Pathology Department | X | Shannon Cody, Assistant Dean CEHHS, Student Services |

Guest(s): None.

1. Approval of Agenda (Kristan)
	* Approved.
2. Approval of Minutes (Kristan)
	* Feb. 21, 2018. See email for minutes. Approved.
3. Fall 2018 Schedule & FTES Target (Kristan)
	* Deborah messaged all Chairs/Directors for copies of Fall 2018 schedules.
	* Funding will be different in Fall 2018
	* Avoid classes that will not fill. Guide (a little) by Degree Planner but use your common sense.
	* More students for Fall 2018, which Degree Planner did not consider.
	* Send Debbie stateside targets.
4. Extended Learning MOUs (Kristan)
	* CEHHS / EL MOU – College wide (broad)
		1. EL created MOU and sent to CEHHS
		2. CEHHS has sent response to EL MOU
		3. Currently in the process of negotiations
	* Each department/program has individual MOU with EL
	* Preference to have all MOUs reviewed annually.
	* Goal to have all MOUs in place prior to arrival of new Dean.
	* Analyzing current budget
		1. EL provided budget breakdowns for Programs that did not make positive funds (revenue share, stateside)
		2. IDC for SW, pay 14%, now it is at 17%. The increase was not discussed.
		3. [ 59.5% IDC/EL ] + [ 6-10% ] + [ 35% to Program ]
		4. MOUs language need to change – “EL controls enrollment”
		5. Wes said: Move all programs Stateside, or a portion stateside, 35% of money is paying for tuition.
		6. Determine the roles of College Dean and EL Dean
	* Debbie will share copies she has, give input and/or share current program MOUs with If they do not match.
5. Staff Evaluation Process (Kristan)
	* Due from Debbie to HR by: May 25, 2018
	* Change in staff evaluation process.
		1. Staff member, draft own evaluation or use self-evaluation form, then send to Supervisor
		2. Supervisor would sit down with staff, make changes they felt appropriate and then to AD, then to HR
		3. Draft can only be give to the Staff by the MPP
	* Supervisor will prepare, send to Associate Dean. AD will send to Staff for feedback.
6. Announcements (All)
	* Dean’s Search – will forms be accepted after the deadlines noted.
	* Melinda to check with Wes Schultz about videos. Are they available to all CEHHS Community? Where are they located to view or who do we ask?
7. Faculty Searches
	* SLP
		1. 2 candidates visiting next week
	* HD
		1. Phone interviews
		2. Recommendations soon after
		3. After spring break for visit