



California State University
SAN MARCOS
COLLEGE OF EDUCATION,
HEALTH & HUMAN SERVICES

Leadership Council

MINUTES – April 3, 2018 (draft)
1:30 - 2:45 PM in UNIV 449

X	Pat Stall, Director School of Education		Lorna Kendrick, Director School of Nursing
	Moses Ochanji, Associate Director School of Education		Amy Carney, Associate Director School of Nursing
X	Teru Toyokawa, Director Human Development Department	X	Emmanuel Iyiegbuniwe, Director Public Health Program
X	Jeff Nessler, Chair Kinesiology Department	X	Janet Powell, Dean CEHHS
	Blake Beecher, Chair Social Work Department	X	Deborah Kristan, Associate Dean CEHHS
	Lori Heisler, Chair Speech-Language Pathology Department	X	Shannon Cody, Assistant Dean CEHHS Student Services

Guest(s): None.

- I. **Approval of Agenda** (Powell)
One correction, date for end of years report is now May 1 not May 15. Agenda is approved.

- II. **Approval of Minutes** (Powell)
Move to approve minutes, Stall. Second, Iyiegbuniwe. Approved.

- III. **CEHHS/EL MOUs** (Kristan)
 - Agreement in place to use IDC of 14% for this 17/18 AY, per meeting between CEHHS/EL.
 - Meeting is being arranged between CEHHS, EL, and Provost (Graham, Kamel, Aaron, Deborah, Janet and Mike). Discussion will include agreement for 18/19 AY. The hope is that all EL programs will be more consistent than they are now.
 - The CEHHS/EL MOU is under work now. Will have a 1-year term. Plan is to renegotiate MOUs annually.
 - Yet to explore program specific MOUs.
 - Also to be addressed are items which have not been included in past MOUs (e.g. losses). For many years up until now, we (CEHHS) have never absorbed losses.
 - Stateside components can help carry some EL losses. However, when a program is solely EL funded can cause some problems, in particular when it comes to funding for faculty. Dean Powell to meet with Public Health and Social Work Faculty to discuss.

IV. End of Year Reports

(Powell)

Due date: May 1ST

V. Tuberculin Clearance Process and Documentation

(Cody)

Assistant Dean Cody met with Dr. Karen Nicholson, Director, Student Health & Counseling Services (SHCS), to discuss TB Clearance Process and Documentation.

- Under the current process of collecting TB Clearance, CEHHS is not meeting HIPAA compliancy.
- New process: A "Certificate of Completion, Tuberculosis Risk Assessment and/or Examination Form", will be made available to programs/students.
 - Students' give form to doctor to complete. Then return form (or copy) to TBD (either program or Student Services Office).
 - Student will also keep copy for proof if needed, when off campus at site.
 - The form will not include actual test results.
- School of Nursing is exempt. HIPAA Compliant storage - COMPLIO.
- Assistant Dean Cody will e-mail information to all Directors and Chairs.
- Q: Is it possible to have the form in electronic format? *Cody response: Not able to confirm. Shannon will look into it.*
- Q: What if a site (affiliation) already has a secured compliance, is that okay? *Cody Response: Believes so, but cautionary for programs to be aware of whether or not the test has actually been done.*
- TB Clearance is condition of admission for the School of Nursing.
- All programs: TB Clearance needs to be in place prior to any student being admitted or beginning classes.

VI. Report-out by SLP & HD Chairs on Tenure Track Searches

(Heisler / Toyokawa)

Update for SLP TT search from Lori Heisler via email

"After extensive advertisement and outreach, we received nine applications. We completed zoom interviews with five and invited two applicants to campus. The search committee met and submitted a list of strengths and weaknesses of each of the two candidates to the Dean Powell. The Dean is moving forward with an offer to one of the candidates. I believe the offer is in Faculty Affairs at this time and we are awaiting final approval to make the offer to the candidate."

- Dean Powell proposed offer to candidate today (4/3/18).

Update for HD TT search from Teru Toyokawa

Visits began yesterday (4/2/18). Have two more weeks to complete campus visits.

Search committee needs to get strengths and weaknesses to Dean Powell, ASAP (prior to her departure).

VII. Announcements

(All)

Dean Powell's last day is May 31.

Meeting adjourned, 2:10 pm