
FACULTY COUNCIL

Minutes

February 7, 2020

11:10-12:40 pm in ET-235

In Attendance: Soo Hyun Cho (FCS), Sandhya Shimoga (Chair, HCA), Amber Johnson (HSC), Melissa Bittner (Vice Chair, KIN), Joy Goebel (NRSRG), Sharon Teng (PT), Melissa Mathews (PPA), Keith Fulthorp (RLS), Jo Brocato (SW), Ed Garcia (SLP), Grace Reynolds-Fisher (CHHS), Monica Lounsbery (CHHS)

Absent: Sam Vickovic (CCJEM), AJ Jadalla (NRSRG)

11:13 am The meeting was called to order

Approval of the Agenda

The agenda was approved (Passes: Unanimous)

Approval of the Minutes

The minutes from the December 6, 2019 Faculty Council meeting were approved (Passes: Unanimous)

11:14 am – 11:40 am Dean's Report

- The college just held the first Five Behaviors of a Team facilitation meeting with Jim McCarron. Between now and March 7 the Dean is asking each one of the units to deliver the introduction to the Five Behaviors to their faculty and staff.
- **CHHS piloted the online SPOT evaluation last semester.** Thank you to everyone who participated. There were some challenges, including that students' emails were collected at census, so if students dropped after census they may have received a link to complete the SPOT. Students also received email notice of SPOT evaluation forms up to three weeks before the end of the semester, causing confusion. The Provost has assured the Dean that individual instructors will not be punished for the challenges faced during the online SPOT pilot. The campus will continue to move forward with online evaluations. Chairs are to send concerns to the Dean by the end of this week.

- **President's Faculty Achievement Award** – 2020 is the last year of this specific award. President Conoley is rethinking the award to better align with Beach 2030 priorities. If you have ideas on how to change this award, please contact the Dean.
- **Grant Ready Faculty Incentive Program** – this is a new college-wide program built to incentivize faculty to write grants (separate from RSCA or RTP). All faculty, including tenure-track and lecturers, full- and part-time, will receive a call to apply for Grant Ready Status (Phase 1). Grant Ready Status requires the faculty member to have at least two publications in at least one of two journals over the last three calendar years. Faculty who meet the criteria will complete the form and attach their CV. When faculty have Grant Ready Status, they will have access to money to help them prepare and submit grant proposals. Grant Ready Status is a three-year designation. There will be application windows in Spring and in Fall. Grace noted that this program does not prevent faculty from continuing any current projects or grant activity, and the intent is not to create any barriers. The goal is to give faculty access to programs that align their personal research goals with college priorities. The college needs more F&A return to build research infrastructure. We also understand that sacrificing teaching income for research in the summer may not be an option for some faculty, and so this program can aid in boosting summer research activity.
- **BUILD has requested faculty feedback about their program.** An email will be sent to you with a link to an online survey.

11:40 am – 11:45 am Updates from Chair/Vice Chair

The Faculty Council needs to send a representative to each Chairs/Directors meeting. Both the Chair and the Vice Chair now have conflicts during the Spring semester. There are three meetings that need coverage. The following FC members volunteered to attend as FC representative:

Friday, February 21 from 9-11am: Soo Hyun Cho

Friday, March 6 from 9-11am: Sharon Teng

Friday, March 20 from 9-11am: Keith Fulthorp

11:45 am – 12:31 pm New Business

11:45- 12:15 RSCA Discussion (Grace)

- **Week of Research** – the college has committed to two poster presentations during the CSULB Week of Research to be held the second week of April 2021 (immediately following Spring Break). Should CHHS require RSCA recipients to participate, or strongly encourage it? There were suggestions to strongly encourage, incentivize with awards, or use grant ready status. BUILD is supporting the event with \$100,000 to put towards supplies, posters, etc.

- Now that faculty can submit RSCA proposals requesting up to 6 units of release time, how should those proposals be reviewed? What conditions are necessary to award 6 versus 3 units? There is not a lot of guidance on how to review the faculty history section. Could the committee use this to evaluate units requested? Also, many faculty submit continuations of existing projects. Should there be a different form when projects are continuing rather than new? These decisions need to be made before the next call for proposals goes out in Fall 2020. Sandhya and Grace will be inviting the Chairs of four committees to give the FC a report, including the Research Committee, the Professional Leave Committee, the Awards & Scholarship Committee, and the RTP Committee. **The Faculty Council approved the formation of a RSCA subcommittee with membership to be determined (Passes: Unanimous).**

12:15 – 12:25 Faculty Governance Elections (Sandhya/Grace)

How can we ensure only eligible faculty are being elected to the appropriate committees, especially at the University level? Can Chairs/Directors have more oversight, or hold discussions at faculty meetings? It was noted that many departments have very full agendas and it would be impossible to fit in a long discussion about faculty governance. How can the college make service more equal, and get new people to step up? The Dean suggested the FC make a formal statement regarding the importance of service. It was suggested that the value of being on any given committee be included in the information sent to faculty. Sandhya suggested that we utilize a Qualtrics survey to collect self-nominations so that we can better regulate the eligibility of those applying. Natalie will use this format moving forward.

12:25 – 12:26 Eliciting Feedback from Committees (Sandhya)

Tabled due to time constraints

12:26 – 12:31 CHHS Faculty Development Committee (Sandhya/Grace)

This committee exists in the CHHS Policies and Procedures manual, but has not been staffed in many years. The college would like to reinstate staffing this committee starting with the 2020-21 Academic Year. Currently, Will Wu and Virginia Gray hold a new faculty training. However, the Faculty Development committee is focused on all types of faculty development, not just new faculty training/RTP. It was suggested that Barry Lavay might be a good fit to spearhead this committee.

12:31 pm – 12:41 pm Ongoing Business/Reminders

12:31 - 12:39 Lottery Application Review Timeline & Rubric (Sandhya)

The FC looked through the existing Lottery rubric. No changes to the rubric will be made at this time. Natalie will send out notifications when reviews begin and end. The FC will rank online and then meet to discuss and determine recommendations to the Dean at the next FC meeting on Friday, March 6, 2020.

12:39 – 12:41 Faculty Council Shared Drive & President’s Faculty Achievement Award (Natalie)

- Currently, information for the FC is on the HHS Employees BeachBoard. This is public for all HHS employees. SharePoint seems to be the preferred method of sharing and storing information. Should the college move all FC items to the CHHS SharePoint? If so, would it be public for all employees or only the FC, updated annually with new members? It was determined that everything will be migrated to the CHHS SharePoint and be public for all employees.
- Three people have self-nominated to serve on the President’s Faculty Achievement Award committee. There is only one application. Natalie will send out an E-Vote to the FC to approve of the three committee members.

12:41 pm FC Member Q & A

None

12:42 pm The meeting was adjourned

Submitted by Natalie McGlocklin

Reminders:

1. On February 7, 2020, Chairs and Directors will share ranked proposals for SEF and lottery. Departments will submit lottery proposals to faculty council for ranking and review by February 14, 2020. Faculty council will submit rankings to the Dean by March 6, 2020.
2. February 20, 2020 – Student Research Competition
3. February 24, 2020 – the Summer Research Assistantship deadline to ORSP
4. March 6, 2020 11:30-1:30 pm – Library ORCID workshop
5. March 11, 2020 – Graduate Fellowship applications due to Dean’s Office