
FACULTY COUNCIL

Minutes

March 1, 2019

11:00-12:30 pm in ET-235

In Attendance: Robert Schug (CCJEM), Michelle Barrack (FCS), Sandhya Shimoga (HCA), Amber Johnson (HSC), Melissa Bittner (KIN), Cathy Deckers (NRSRG), Vennila Krishnan (Vice Chair, PT), Ed Martin (PPA), Keith Fulthorp (RLS), Jo Brocato (Chair, SW), Ed Garcia (SLP), Nancy Meyer-Adams (CHHS), Ryan Phong (ASI Student Representative)

Absent: Fiona Gorman (HSC)

I. The meeting was called to order at 11:11am

II. Approval of the agenda

The agenda was approved (Passes: Unanimous)

III. Approval of the minutes

The minutes from the Faculty Council meeting on February 1, 2019 were approved (Passes: Unanimous)

IV. Reports

a. Notes from the Chairs' Meeting (Jo)

Sector meetings are this month, occurring on three Fridays in March. Please attend if possible.

- Friday, March 8 – Health and Wellness
- Friday, March 15 – Clinical Education
- Friday, March 22 – Business & Industry/ Government & Communities

Disabled Student Services must coordinate offsite placements for all students with special needs, so please work with them if that situation applies to your school or department. The University is expecting a large incoming class of freshman for Fall 2019. If you would like to hold a fundraising event, please

contact Ann Chau before initiating the event, as there are forms required. The Dean released a mental health proposal to the department chairs and school directors last week soliciting feedback on the contents. The proposal is for a formal peer-to-peer counseling service to supplement CAPPs and other campus resources. You may have already or will be discussing it at an upcoming faculty meeting. Nancy will send it out directly to the Faculty Council as well.

The department chairs and school directors met with the Academic Senate Chair Norbert Schurer to discuss graduation requirements, a lack of participation in shared governance, tenure density, diversity of hiring, CHHS' ongoing underrepresentation, and GI 2025.

The new RSCA policy is on the President's desk and waiting for approval. This policy will come back to the faculty to determine the impact. The change gives the colleges more leniency in determining how assigned time is distributed. The Faculty Council may be called upon to create a rubric for determining the appropriate units of release time per project. For example, a project that requires primary data collection and IRB approval may receive 3 units in each semester, while a smaller project may only receive 3 units in one semester.

Also discussed was how to count lab and supervision activity in terms of FTES (full-time equivalent students). The campus is considering developing faculty housing. A discussion has been ongoing with Jenn Ostergren regarding the timing for closing low-enrolled courses, and what we can do to mitigate closing classes that might fill if given extra time. However, students need to be notified of a class closing early enough that they can still enroll in another course, so we cannot wait too long to notify students.

V. New Business

The meeting was opened up to discussion on all five department RTP document revisions. There was some discrepancy regarding what had actually changed regarding the Nursing RTP document. However, it seems the document provided to the Faculty

Council is the correct version supplied on their website for faculty, and the only changes were to the SPOT evaluation process. It was noted that for the Nursing RTP document, pages 32 and 33 were not properly updated to reflect the change to SPOT evaluations. Those will be updated. All revised RTP documents will be sent to the Provost so the changes will be in place for the Fall 2019 semester. It was noted that Public Policy and Administration defers to the College RTP document, and so there were no need to submit changes for that department.

a. CCJEM Revised RTP Document Vote

The revisions to the School of Criminology, Criminal Justice, and Emergency Management RTP document were approved (Passes: Unanimous)

b. HCA Revised RTP Document Vote

The revisions to the Health Care Administration Department RTP document were approved (Passes: Unanimous)

c. NRSJG Revised RTP Document Vote

The revisions to the School of Nursing RTP document with the friendly amendment to pages 32 and 33 were approved (Passes: Unanimous)

d. HSC Revised RTP Document Vote

The revisions to the Health Science Department RTP document were approved (Passes: Unanimous)

e. RLS Revised RTP Document Vote

The revisions to the Recreation and Leisure Studies Department RTP document were approved (Passes: Unanimous)

f. Lottery Money

The College has designated \$75,000 for competitive proposals from the total lottery allocation. In the past, the Faculty Council imposed a cap on proposal requests because of the smaller amount available. If departments/schools collaborated, the proposal limit was increased in order to promote interdisciplinarity. **The Faculty Council determined that for the 2019-2020 lottery funds, the proposal cap would be \$15,000 with an extra \$5,000 allowed**

on collaborative proposals. Collaborative proposals would require an additional 200 words describing how each secondary department/school would use the equipment/funds. Each department can submit up to 3 proposals. Any selected and funded proposals will be required to submit a report on work accomplished (process and details to be determined) (Passes: Unanimous).

Lottery proposals are due to the college no later than 10am on Wednesday, March 6. Then, Natalie will use InfoReady to route applications through the Department Chairs/School Directors and then to the Faculty Council. Next year, the Faculty Council requests more time to review proposals, even if the college does not know the actual dollar amount. The Faculty Council will meet on Tuesday, March 12 at 2:30pm via Zoom to discuss the lottery rankings and determine their recommendations to the Dean.

There was a discussion regarding the lottery money set aside for faculty development. It was confirmed that the \$1,000 per tenured/tenure-track faculty will be allocated to the departments/schools for the 2019-2020 year. Monies each year need to be spent for travel before May 31, or else it will be lost as it does not roll over. Travel in June is covered by the following years' allocation.

VI. Old Business

a. Lauda Lecture

Plans for the Lauda Lecture have been moving forward. The title will be Mental Health Issues at the Beach, a Roundtable Discussion. It will be held in the Beach Auditorium and lobby on Wednesday, April 10 from 12-1pm. They are still looking for a moderator and faculty and students to serve on the discussion panel. CAPPS counseling will be in attendance. Mary Ann Takemoto (VP of Student Affairs) has agreed to help us find a moderator and panel members. Nancy will invite Active Minds to participate, perhaps a table in the lobby. Ryan

will reach out to Project Ocean and DSS for possible student panel participants.

Ann Chau will be handling the marketing and advertising plan for the lecture.

VII. The meeting was adjourned at 12:18pm

Submitted by Natalie McGlocklin