
FACULTY COUNCIL

Minutes

October 4, 2019

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

In Attendance: Sam Vickovic (CCJEM), Soo Hyun Cho (FCS), Sandhya Shimoga (Chair, HCA), Amber Johnson (HSC), Melissa Bittner (Vice Chair, KIN), AJ Jadalla (NRSO), Sharon Teng (PT), Melissa Mathews (PPA), Keith Fulthorp (RLS), Jo Brocato (SW), Ed Garcia (SLP), Grace Reynolds-Fisher (CHHS), Monica Lounsbury (CHHS)

- I. The meeting was called to order at 11:02 am
- II. Approval of the agenda
The agenda was approved (Passes: Unanimous)
- III. Approval of the minutes
Adjustment to the minutes: Grace was absent, Monica was present. **The minutes from the Faculty Council meeting on September 6, 2019 were approved (Passes: Unanimous)**
- IV. Dean's Report
Right now in Academic Senate they are editing a draft policy of Graduation Requirements. A representative ad hoc committee previously reviewed proposed GR and GE requirements, and made recommendations for these policies. This committee voted 5-2 to eliminate GR completely. However, it seems the Academic Senate has disregarded the recommendations of the ad hoc committee since a policy is being written. The draft GR policy is being espoused as double counting with GE, and that it will not add time to degree. Unfortunately, this is not true for some CHHS students, and GR would add time to degree for many. Three colleges are concerned about GR policies, including COE, COB, CHHS, and some programs in COTA and CNSM. The proposed action is to request the Academic Senate add to the next meeting's agenda a reading of a formal statement on behalf of the three colleges, which states the process for review and approval of the draft GR policy needs to be suspended. The college needs the vote of all CHHS faculty first to make a strong impact. A Qualtrics ballot will be sent out for faculty to vote on this proposed action. The draft questionnaire was read and Jo

volunteered to help adjust the language. **The Faculty Council voted to support the proposed action of suspending discussion on GR at the Academic Senate, and to move forward with the Qualtrics vote of all tenured/tenure-track and full-time lecturer faculty. (Passes: Unanimous).**

The CHHS building has now secured \$143 million in funding. There is one more hurdle for the GEO bond. Once that passes, in March the college can hire a contractor and start construction. The estimated completion date is 2023. Faculty should be working on creating a list of ways we can participate in the proposed clinic – perhaps providing clinical services, employing staff who will become clinical educators, or partnerships with Long Beach Memorial. Proposed services include breast imaging, gerontology-related clinics, sports medicine, executive health, health screenings, and pharmacy.

V. New Business

a. RSCA Memo

The revised RSCA policy was approved by the Academic Senate, and a memo went out to all faculty. The college memo attempted to clarify the new RSCA policy, and now InfoReady is set-up to accept RSCA submissions. Faculty can now apply for RSCA and Faculty Small Grants, and MGSS. However, if faculty are awarded from both pots of money, they can only accept one. Faculty that receive both will be given a deadline to decide which award they would prefer. There was a discussion regarding RSCA policies and how they will be implemented in our college. The college will send clarification that faculty can only submit one project, even if applying for both RSCA and Faculty Small Grants, and change the instructions in InfoReady.

b. RTP: Combined PDS/Narrative Option

During workshops on RTP, many faculty have taken the option to combine their PDS and narrative into one document, especially since these items are collected in a single folder in Interfolio. However, this option does not exist in most of the departmental RTP documents nor in the college RTP document. The college will solicit the input of the college RTP committee after their review in February on whether these can be combined documents. It is important because the evaluation form and the PDS should be aligned and most importantly, this option should be formalized in the college RTP document.

c. Online SPOT Discussion

Some faculty may have received language about online SPOT from their department/school coordinators. The chairs have suggested that the college develop a pre-SPOT script for faculty to say to students regarding the change to online. There is a fear that students will follow the link (sent via email directly to

students) too early, outside of class time, or when they are angry, therefore skewing results. SPOT is currently set to be open on November 13, and students will be sent reminders every week until the evaluation has been completed. However, the college can select to reduce that timeframe, as there is nothing in the policy that states online SPOT evaluations must be available to students for three weeks. One week might be a better solution.

d. Lauda Lecture 2020

Sandhya had a meeting with Ann Chau regarding the Lauda Lecture. Last year, Robert Schug worked with Ann on the event, and it was the best attended in the last few years. Broadly, the theme is health and wellness. The Faculty Council will determine the specific topic and date. Different departments may take leadership, or everyone can work together. Members were asked to think about the best way to approach it and be ready to discuss at the next Faculty Council meeting. Ann can come and discuss last year's event, including format, timing, etc. Speakers can be from on or off campus, but note that the budget is only about \$3,000, which must include food and venue costs as well.

e. Lottery Discussion

The Faculty Council does not need to send out the lottery announcement, the Dean's office will send it out. We are now asking that if technology equipment is involved in a proposal that the faculty ask Jose for a vendor quote before submission. Requests for quotes will be due to Jose by November 1. Each department chair/school director will set their own internal deadlines. The Faculty Council can expect to review proposals by February 14, 2020.

VI. The meeting was adjourned at 12:39 pm

Submitted by Natalie McGlocklin

Deadline Reminders:

1. SEF and lottery proposal should be submitted to IT for quotes on equipment by Nov. 1. Chairs/Directors will determine their own internal deadlines for due dates, coordination of student feedback, and ranking of proposals. 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.
2. RSCA/Assigned Time/Faculty Small Grants and MGSS deadline for submission through Info-Ready is November 12, 2019.
3. Online SPOT evaluations begin November 13.
4. College deadline for sabbatical/professional leave proposals is November 18, 2019. Notification of eligibility will occur October 2019.
5. CHHS Poverty Simulation – Wednesday, October 16 from 5-8 p.m. USU Ballrooms. To participate register at: https://csulb.qualtrics.com/ife/form/SV_8iVHtNQ96ZGHo9.