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# FACULTY COUNCIL

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## Minutes

September 7, 2018

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

**In Attendance:** Robert Schug (CCJEM), Soo Hyun Cho (FCS), Sandhya Shimoga (HCA), Fiona Gorman (HSC), Melissa Bittner (KIN), Cathy Deckers (NRSNG), Vennila Krishnan (Vice Chair, PT), Ed Martin (PPA), Keith Fulthorp (RLS), Jo Brocato (Chair, SW), Ed Garcia (SLP), Nancy Meyer-Adams (CHHS), Monica Lounsbery (CHHS)

I. The meeting was called to order at 11:07 am

II. Approval of the agenda

**The agenda was approved (Passes: Unanimous)**

III. Approval of the minutes

**The minutes from the Faculty Council meeting on May 4, 2018 were approved (Passes: Unanimous)**

IV. Academic Senate Report (Dr. Nancy Meyer-Adams)

The Academic Senate uses the fall semester as a first reading for all agenda items, so no decisions have been made at this time. GE policy is a major issue, but it is not on the Senate floor yet. The Faculty Senate Retreat is scheduled for October 25, 2018 from 2-4pm, and the University is encouraging students to attend.

V. Dean's Report

a. Chairs/Directors Meeting Announcements

The college is actively working to improve communication and to shape our college climate and culture. The goal is to design our climate and culture in order to work towards a growth mindset, and leave a designed legacy for the future members of our college.

b. Beach Pride

The College is instituting Beach Pride Fridays, where all members of the college are encouraged to wear black, gold, and LBSU logo items. This week, we will open an online store where members of the college can purchase from select items featuring our CHHS logo. The store will be open for 10 days, and the college will send out email notices for specific dates. Faculty, staff, and students are encouraged to take advantage of the online store, so please help promote.

c. Interim Associate Dean

Dr. Nancy Meyer-Adams will be serving as the part-time interim Associate Dean of Faculty Affairs and Research for the Fall 2018 semester. She will continue to serve as the part-time Director of the School of Social Work.

d. Associate Dean Search

The college has initiated the new search process for the Associate Dean of Faculty Affairs and Research position. The position is open to any full professor on campus, including outside of our college; however, the individual we select should have a terminal degree in a closely-related Health and Human Services field. The application is open now, and the Faculty Council will need to put together a brand new committee. The call for nominations to serve will go out by next week. As soon as the search committee is structured, the Dean will have Faculty Affairs charge the committee and get the process in motion.

The anticipated timeline is as follows:

- Begin screening applications in mid-October
- Extend invitations for interviews in November
- Have an offer extended by the end of Fall semester, with the hopes the selected candidate will begin in January 2019

e. Core Values

The college has successfully adopted College Core Values. Now it is time to implement and integrate these Core Values into what we do, both in terms of instruction and administration. The Dean is considering creating a task force to

help implement our Core Values college-wide. This will be an item on the next Faculty Council agenda.

f. The Five Dysfunctions of a Team

*The Five Dysfunctions of a Team* is an allegory plus a field guide that uncovers themes about working in teams and how to create a positive workplace environment. The Chairs/Directors have been encouraged to incorporate these ideas in faculty meetings, and to try and develop our culture together.

g. Other announcements

The Lauda Lecture has been part of our college for a while, but we have missed opportunities to really support the event. The lecture is part of the Kaiser Permanente Speaker Series, and serves as an annual way for the college to reflect on health, care, and wellness. The Dean would like to see this lecture be implemented to its full potential moving forward.

The Faculty Council will need to have another conversation regarding Lottery funds and distribution. Last academic year, funds were distributed to departments for faculty professional development on a basis of \$1,000 per tenured/tenure-track faculty, to be distributed to faculty as determined by the individual department or school. Please reach out to your department chair or school director for more information.

Beach 2030 is a campus wide event, but it is also a college specific event, wherein colleges are encouraged to create their own action plans. There are three components to our college plan:

1. The future of our disciplines
2. The future of work for our students
3. The future of our college.

The college hopes to focus on themes of interdisciplinarity but also individual needs across departments, schools, and programs. To prepare for Beach 2030 as

well as the new CHHS building, the college is holding sector meetings to start the conversation. Also, the college will hold follow-up discussions to the 2017 Round Table event. The leaders for the four areas will be part of the task force, but will also include faculty and community members. They will use the white briefs to make determinations on how to build sustainable partnerships.

The college is also wrapping up a college-wide space study to analyze our collective and individual space needs. Action will be taken on the most pressing needs as soon as possible.

There was a question about the college business model for running low enrolled summer courses. Some departments have experienced classes being canceled two weeks before the start of the summer session instead of waiting for courses to fill. The business model is built on the classification of running the course, the cost of the faculty that teach the course and the dollar amount that we receive from that course. The college will only be running revenue-generating courses from now on, with some case-by-case analysis. Please work with your department chair/school director to contact the Dean's Office for specific inquiries into enrollment management practices.

#### VI. Assigned Time

Currently, faculty assigned time is approved college-wide after the semester is already in progress, making approvals almost obsolete. The new dates for requesting faculty assigned time will be as follows:

- Spring 2019 assigned time is due October 1, 2018
- Fall 2019 assigned time is due March 1, 2019

The department chairs/school directors will work on implementing the new due dates by creating their own internal timelines. There will also be an overall audit on assigned time to look for equity among departments/schools. Assigned time also requires a

report on work accomplished. Please check with Sharon on where to send formal reports on pre-InfoReady RSCA activities.

VII. Draft GE Policy

Over the summer, representatives from a few units on campus held meetings to draft a new GE policy. Several colleges were left out of this process, and are not satisfied with a GE policy that omits so many voices. It is critical for our discipline-specific programs that we provide our students with a way to graduate on time without exceeding the unit maximums. The Dean will collaborate with the other colleges that were not included in the draft process in order to create an official letter of protest and resolution. This letter will be written in conjunction with the Faculty Council and our CHHS Academic Senators. Because the draft GE policy will come to the floor of the Academic Senate later this year, it is critical to write this letter as soon as possible. After drafting and submitting the letter, the next step is to analyze the GE policy and formulate a committee to look at the policy systematically. The college plan is to use three sample programs to make visible the challenges the draft GE policy creates for our college and what needs to be changed. If you or anyone in your department is interested in participating in a working group for the GE policy analysis, please contact Dr. Jennifer Ostergren.

VIII. Curriculog Introduction

Natalie gave a presentation on the new curriculum system, Curriculog. Beginning Fall 2018, curriculum proposals will only be accepted through Curriculog, so the college is encouraging all faculty members who might want to draft a proposal in the future to attend a training session. See handout for available training dates.

IX. The meeting was adjourned at 12:23 pm

*Submitted by Natalie McGlocklin*

*Revised by Natalie McGlocklin on October 16, 2018 to add summer enrollment management under section g. Other announcements*

