

Faculty Development & Policy (FDPC) Committee
College of Education, Health & Human Services (CEHHS)

MINUTES – Thursday, May 6, 2021
10:45 a.m. - 11:45 a.m. via Zoom

<https://csusm.zoom.us/j/94964906022>

Committee Members:

x	Deanna Schmidt, co-Chair School of Health Sciences & Human Services	x	Christina Holub, co-Chair School of Nursing (Public Health)
x	Teru Toyokawa School of Health Sciences & Human Services	x	Tom Olson School of Nursing
x	Moses Ochanji School of Education	x	Anthony Matranga At-Large
	Emiliano Ayala School of Education	x	Deborah Kristan, Dean CEHHS (Non-voting)

10:45am CALL TO ORDER (HOLUB/SCHMIDT)
Establish quorum

APPROVAL OF AGENDA (HOLUB/SCHMIDT)

- Move to approve – Anthony
- Seconded by Tom
- All approved

APPROVAL OF MINUTES FROM LAST MEETING (HOLUB)

- Unanimously approved

OLD BUSINESS UPDATE

DEAN UPDATE (KRISTAN)

- Thanked the committee for moving the RTP documents through
- Talk about ways to mentor Jr faculty, summer stipend for members that would like to work on that over the summer.

10:50am SENATE UPDATE (SCHMIDT)

- SON addendum was passed by senate
- IITS and FA are working together to have one folder for faculty RTP files. This will eliminate the need for faculty to copy files from one folder to another each semester.
- Changes to course grade and course syllabi policy. Wording change to the credit hr. policy. Suggested wording to put in syllabus is regarding COVID related concerns, for students to contact Cougar Care network.
- Change to a policy on composition on MA thesis committees (chair included). Members will need to be TT faculty with terminal degrees in the field. Lecturer faculty could be an exception if they also have a terminal degree.

CCC UPDATE

- Referral from CCC to discuss the number of items in the lecturer policy.
- Discussed changing the composition of SC, option to go to 1 seat from each unit. Unfilled seats would go to at-large seats.

11:00am DISCUSSION

(ALL)

- Chair Vote
Deanna volunteered to continue as chair, Tom moved to vote Deanna in as chair. the committee unanimously voted.
- Update on School of Nursing RTP addendum vote on 5/5/21, senate passed
- School of Education RTP addendum passed at Senate 4/21/21
- Update on Department/unit RTP standards COVID addendums review process
 - Public Health RTP addendum – still waiting
 - Human Development RTP addendum – still waiting
- School of Education Lecturer Evaluation Policy document officially retired by FAC
Bonnie will remove from college website.
- FAC contacted about referral to Senate regarding wording for “Schools”
 - Met with FAC, clarified that copy-edit wording changes need to be implemented in University RTP to correctly label Schools as department equivalent units. School Director wording also to be updated to reflect equivalent to department chair.
 - FAC will process this referral in Fall 21
- Discuss if number of items should be added to CEHHS Lecturer Evaluation document.
 - CEHHS Lecturer Evaluation currently silent on number of items in the WPAF, refer this to LAC to get feedback and possibly come up with # of items. Changes will go out to a vote. It is not a lecturer
 - Evaluation document it is a Lecturer Evaluation Policy. Lecturers do not have Retention, Tenure and Promotion. Christina moved to change the title of Lecturer evaluations from RTP to Evaluations. Deanna seconded all agreed. To change Lecturer RTP to Lecturer Evaluation. The committee will reach out to LAC next AY.
- Prioritize future FDPC items

11:40am FUTURE DISCUSSION ITEMS

(ALL)

- Develop CEHHS mentorship program for assistant professors to include initial onboarding and mentorship through the probationary period
 - Possible peer support for mechanics in submitting a WPAF
 - Deanna moved to have a summer sub-committee; Christina seconded the motion. Unanimously approved this group. Think about what mentorship means for each unit. Deanna will be the point person for this, Teru is interested in working on this over summer. Solicit at all college meeting for anyone else interested in joining.
- Finalize school director evaluation tool; feedback from stakeholders – save for later
- Faculty morale
- Discuss non-traditional TT positions

11:45am ANNOUNCEMENTS/ADJOURNMENT

(ALL)

Upcoming Meetings: AY21-22