



CEHHS Lecturer Advisory Council Newsletter, March 2023

This newsletter is for all CEHHS lecturers and is hosted by the college's Lecturer Advisory Council.

Interested in another In Person Gathering?

LAC would like to host another in person gathering at the end of the year. Please let us know if you have any preference for location or date/time of the gathering. You can email us at:

cehhslecturers@coyote.csusm.edu

Did you Know that We are Revising the CEHHS Mission and Vision? Our Draft is Listed Below

CEHHS Vision Statement (Draft as of February 10, 2023)

CEHHS strives to be responsive to the needs of our community by advancing innovative, evidence-based, socially just, reflective practices in the fields of education, health, and human services.

CEHHS Values (Draft as of February 10, 2023)

CEHHS is an academic community dedicated to the values of:

Student Success: We focus on students' holistic needs, including academic, professional, and personal success.

Supportive Work Environments: We promote an inclusive and equitable culture of care with policies that give voice to all members.

Open-minded Approach: We focus on continuous improvement by seeking diverse perspectives, conducting research, innovation, risk taking, intellectual engagement, strategic stewardship of resources, and sustainability.

Community Focused Collaboration: We are committed to serving the needs of our surrounding communities through engagement, respect, and promotion of indigenous and local practices.

Faculty Center Events

March 16th 12:00-1:30p.m. - "From Lecturer to Tenure Track" workshop, Featuring Guest Speaker, Annemarie Perez, Ph.D. from CSU-Dominguez Hills (online via Teams) Join us for an online lecture/workshop from guest speaker Dr. Annemarie Pérez Ph.D., CSU-Dominguez Hills Assistant Professor who started out as an adjunct lecturer and navigated her way to becoming a tenure track professor. She will share her advice for both current Ph.D.'s and those thinking about pursuing a post-doc degree. Dr. Pérez should have time for Q/A as well. [Register here.](#)

April 5th 7:00-8:00p.m.- WPAF Evaluation Training for One-Semester Lecturers (online via Teams) Join us for a WPAF training on April 5th, 2023, from 7:00-8:00p.m. online via Teams to talk tips and tricks for your one-semester WPAF due May 10th 2023! [Register here](#)

Canvas Tip of the Week from IDS: Quiz Converter Tool

Would you like to import quiz questions to Canvas from a Word doc? SDSU created a handy Quiz Converter Tool to help you convert your document to the appropriate format for uploading to Canvas. It only takes a few simple steps! For detailed instructions visit: [How to Use the SDSU Canvas Quiz Converter](#)

Resources for New Faculty

TECH SUPPORT: If you ever have any technical difficulties, please contact the Faculty/Staff help desk at 760-750-4790 (option 1) or helpdesk@csusm.edu.

CANVAS: CSUSM Canvas log-in is at <https://csusm.instructure.com/>. For technical assistance, please contact ids@csusm.edu. You can find plenty of training resources and help guides (including getting started) for using Canvas here. Please remember to have your syllabus finalized and make your courses visible to students on or before the first day of class! You can also reach out to Cougar Help CSUSM at cchelp@csusm.edu.

MyCSUSM: CSUSM uses a web-based system called PeopleSoft for access to class rosters and grade submissions. PeopleSoft can be accessed at <http://my.csusm.edu>. Use your campus username and password (same as CSUSM email) to log in. A very helpful document for self-training is found [here](#).

FINAL EXAMS: Final exams will be held on the same day/time/room during finals week.

GRADES: The deadline to enter and approve grades in MyCSUSM is Thursday, May 25th. If you miss the deadline, you will need to submit a grade change form for each student.

CALENDARS: The 2022-2023 CSUSM academic calendar is found [here](#)—classes start January 23rd. The registration calendar can be found [here](#). There are many dates and deadlines listed on the registration calendar that apply to adding and dropping classes.

STUDENT EVALUATIONS: Student evaluations are required for each class. Your personal evaluation and the possibility of rehire are contingent upon completion of the student evaluations.

PAYCHECKS: Live Checks will be mailed to employee's home addresses. Direct Deposit Paystubs will no longer be printed by the State Controller's Office. Employees on Direct Deposit can register for Cal Employee Connect and access your stub online. Online Pay Stubs can be viewed/printed at [Cal Employee Connect](#). If you have any questions or concerns regarding paychecks, please reach out to payroll department at payroll@csusm.edu.

Did You Know that You Have Access to Technology Equipment?

Instructional and Information Technology Services (IITS) will have laptops available for your instructional needs for the Spring 23 semester. They will be offering a new Microsoft Surface Laptop Go 2 laptop for all lecturers who do not already have a university-provided computer. You [make an appointment](#) to pick up your laptop to avoid having to wait

Need Help with Canvas? This is One of our Favorite Campus Resources!

If you have questions, please reach out to IDS via email cchelp@csusm.edu or stop by our open [virtual office hours via Zoom Monday through Friday 10am-4pm](#). You can just drop in on Zoom anytime during those hours without an appointment!

Don't Forget All Lecturers Have Access to Professional Development Funds

The university Faculty Center has wonderful resources for all faculty.

CEHHS Lecturers are eligible to request up to \$500 in professional development for the 2022-2023 academic year. These funds can be used per the general guidelines above. You can continue to submit via the Professional Development Spending Form, located on the following [link](#). This is a very simple process and only takes a few minutes. One of our LAC members used this fund for professional membership.

Did You Know?

- Did you know that lecturers teaching 6 units or more can qualify for healthcare benefits? Please visit the [Human Resources Benefits Site](#) to obtain additional information.

Additional Lecturer Resources:

[Lecturer Resources](#): This includes various links to instructional development services, Teaching and Learning resources, Evaluation resources, Office of Inclusive Excellence, etc.

[Faculty Center Upcoming Events](#): Provides information about upcoming Faculty Center Trainings.

March 16, 2023, the Faculty Center will provide a training on **How to Move from Lecturer to Tenure Track Faculty**. Please check the [Faculty Center](#) web site for additional information on this training.

Need Additional Help with Your WPAF?

[Lecturer Evaluation Resources](#): Provides important links to the CBA Lectured Evaluation Policy, Timeline and Training Videos related to WPAF completion.

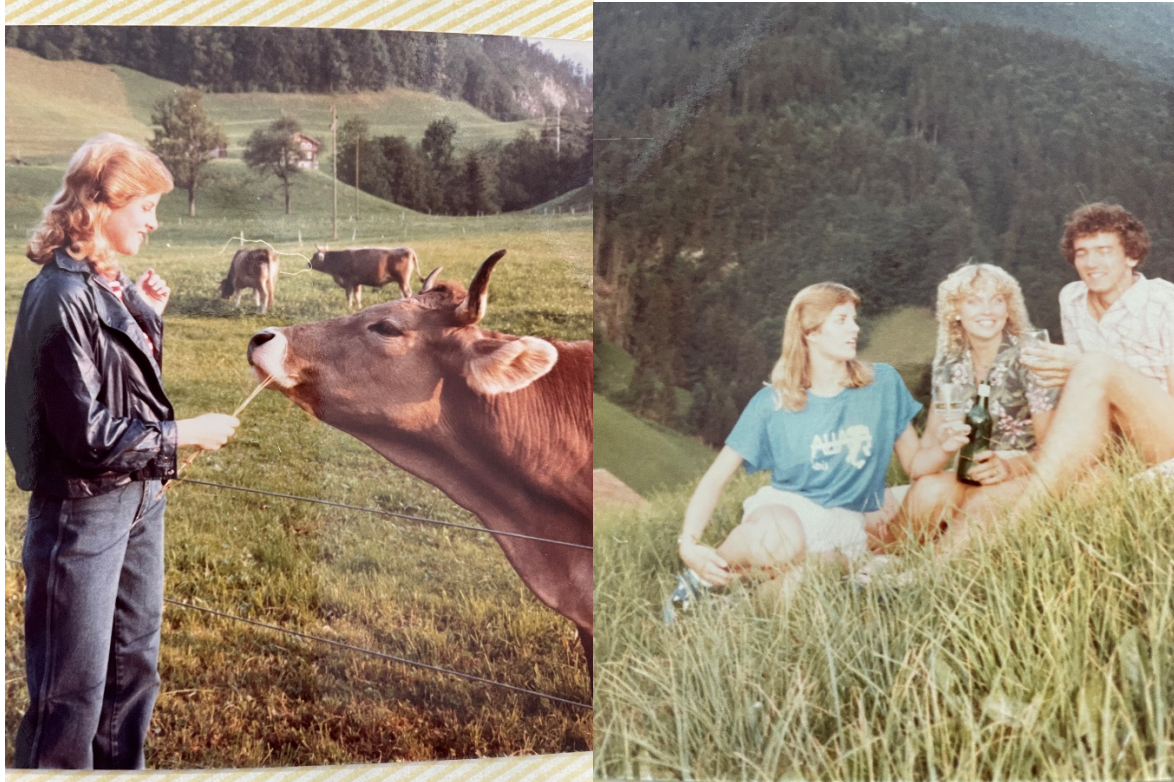
Faculty Highlight

Introduction

Sheri Bero, MSN, RN, CHSE, is a Clinical Nursing Instructor and the Simulation Lead faculty in the School of Nursing. She is a Certified Healthcare Simulation Educator and is highly complimented by colleagues for her clinical instruction. She is also a Fitness and Nutrition Consultant.

What fun fact can you share with your colleagues?

Sheri traveled all over Europe with friends in the 80's and shared the photos below.



She climbed the Swiss Alps and was featured in Oxygen Magazine and recognized for body building.



Thank you to Oxygen Magazine for including me in November issue!!



Interview and nomination by Brenda Miller from the School of Nursing. Thank you for recognizing your colleague.

Please contact your LAC representative to highlight a colleague or reach out to us at cehhslecturers@coyote.csusm.edu

EMAIL LISTSERV - cehhslecturers@coyote.csusm.edu

The LAC uses a listserv to communicate and to maintain, promote, and foster collegial conversations, primarily through this newsletter. It is also a place where questions are asked and answered in an informal, safe place. Lecturers need to subscribe to the listserv to be included.

TO JOIN THE EMAIL LISTSERV

Email Invite: If you've received an email invitation to join the Cehhslecturers mailing list, simply accept the invitation by replying to the message, keeping the "Subject" header intact.

Please help us share this great information and forward it to a lecturer colleague in your department.

CONTACT US | Lecturer Advisory Council

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Deborah Kristan (Associate Dean)

CEHHS Lecturer Advisory Council: <https://www.csusm.edu/cehhs/facultyandstaff/governance/lac.html>

CEHHS Lecturer Resources: <https://www.csusm.edu/cehhs/facultyandstaff/lecturer.html>

You are receiving this email because you are a Fall 2020 lecturer and/or subscribed to the CEHHSlecturers listserv.