**College of Health Professions**

**College Council Summary & Actions**

**February 28, 2024**

**Announcements/Information**

1. Fall Bobcat Days – February 17 (Dr. Rohde), and April 20 (Dr. Ari)
2. Faculty Annual Reviews from Chairs/Directors – March 1
3. Health Scholar Showcase – Friday, March 1, 2024 (SMC)
4. CHP Research Forum & Dean’s Seminar – Thursday, April 11, 2024 (RRC)
5. CHP Outstanding Student Awards Luncheon – Friday, April 19, 2024 (RRC)
6. Spring Commencement, Saturday, May 11 at 10:00am (SMC)
7. CHP Fall Gathering, August 2024, TBD (RRC)
8. CHP Training Program, September 20-21, 2024, TBD (RRC)
9. CHP Scroll Ceremony, October 2024, TBD (RRC)
10. Other

**General Discussion**

1. Faculty Instructional Title – Handout (Sayed): The Dean reminded the council of the collegewide process of faculty instructional title appointment. The council discussed the handout that has guidelines based on the skeleton/template shared by the Provost’s Office. This is not intended to be a policy, only guidelines. Dr. Kruse explained the guidelines and answered questions from the council. Dr. Kruse asked for feedback and will make changes accordingly.
2. Update on HEF Funding (Sayed): The college submitted a one-time request for various equipment items needed in academic units funded by Higher Education Funds (HEF). The request total was $1.2M. The Provost’s Office received $400K of funding that was distributed among the colleges based on priorities. CHP received $120K. The Dean will review the list again and produce a rough guideline on how the requests will be processed at the college level. Chairs/Directors were asked to revisit their list of priorities and notify the Dean immediately.
3. TXST 125 Anniversary (Sayed): The Dean reminded the council of the communication from the President on February 23 regarding Texas State’s 125th anniversary celebrations. The theme is The Legacy of Tomorrow. The kickoff celebration will begin at the May 10 Spring Commencement and continue until December. The Dean encouraged academic units to incorporate the 125th Anniversary theme in their ongoing activities between that timeframe. The Office of Special Projects has selected college communicators for each college. The college will incorporate the 125th theme to their upcoming Student Award Luncheon, Fall Gathering and Scroll Ceremony events. The departments are encouraged to use the marketing toolkit on their signatures and virtual backgrounds. For questions regarding the 125th Anniversary celebration, contact Raidah Murshed for the RRC and Janet Johnson for the SMC.
4. Division of Research (Roundtree & Speed): The Dean welcomed Dr. Roundtree and Dr. Speed from the Division of Research. They shared with the council their team functions and areas of support for faculty. At the end of the presentation, the Dean and the council had an opportunity to ask questions. The presentation slides will be shared with the council.
5. Faculty, Chair/Director Annual Evaluations (Sayed): The Dean reminded the Chairs/Directors to complete faculty annual evaluations by March 1. Chair/Director self-evaluations are due no later than March 11.
6. Spring Energy Conservation Days – Remote Work (Sayed): The Provost authorized his direct reports to approve appropriate work arrangements for offices that report to them. The Dean shared guidelines to keep the office open with a skeleton crew. The Dean’s Office will have staff rotate if possible. More information to follow.
7. Collegewide updates from chairs/directors, associate deans, and faculty senate (Sayed): Faculty Senate – Matt Brooks attended the senate, audit completed by workforce commission.  
   CDIS – Ms. Stiritz asked chairs to remind their Personnel Committee faculty to submit nominations for the Faculty Excellence Awards.  
   RTT – RTT had a successful career event.  
   RC – Dr. Marshall received approval to hire faculty and staff through TXST Global to support online programs; HIIM and RC were approved to hire two faculty and one staff for their online programs to either directly teach or support the online programs.  
   Dr. Kruse stated the workload report is due from chairs/directors by March 20 and due to the Provost on March 22.  
   Dr. Ari asked the Chairs/Directors to encourage their faculty to submit poster submissions; the Dean’s Seminar will be that evening and faculty awards recipients will be announced; the Research Forum will be hybrid and all posters are available on Canvas and in person; Dr. Ari is preparing web pages for the faculty research labs that will be linked to the department and CHP website once published; she is working on selecting a keynote speaker for the CHP webinar training in the fall semester.

**Off Agenda:**

1. The Dean reiterated that if the departments receive any inquiries regarding diversity, equity and inclusion to stick to the talking points. The university is committed to SB17, TXST is in compliance, TXST eliminated its Diversity, Equity, and Inclusion (DEI) office, TXST is a welcoming campus that welcomes everyone. For additional inquiries, contact the University of Marketing and Communications. The Dean asked the council to inform their faculty/staff not to use their TXST roles on any external entity for work or business unrelated to that work.
2. New programs: The Dean updated council on the development of the thirteen (13) new programs from Fall 2024-Fall 2025. TXST Global reached out to the Dean regarding a market analysis on DSC of Medical Science and Masters in Dosimetry; both will reside in RTT. The Dean plans to visit the PA program at UT Southwestern Medical Center in Dallas in April. After his visit, the Dean will present his proposal for a hybrid PA program to the TXST university leadership.
3. Bobcat Day – Ms. Boysen informed the council of an incident that occurred at Bobcat Day. She asked Chairs/Directors to remind faculty to be respectful to the Advising Center staff. She stated the Advising Center represents the entire College of Health Professions. Dean echoed that sentiment and reiterated to treat all staff with utmost respect.
4. Next council meeting will be on March 27.