**College of Health Professions**

**College Council Summary & Actions**

**March 27, 2024**

**Announcements/Information**

1. “Discover TXST Round Rock” event, April 6 (RRC)
2. Spring Bobcat Days – April 20 (Dr. Ari)
3. CHP Research Forum & Dean’s Seminar – Thursday, April 11, 2024 (RRC)
4. CHP Outstanding Student Awards Luncheon – Friday, April 19, 2024 (RRC)
5. CHP Fall Gathering, August 2024, TBD (RRC)
6. CHP Training Program, September 20-21, 2024, TBD (RRC)
7. CHP Scroll Ceremony, October 2024, TBD (RRC)
8. Other

**General Discussion**

1. Spring Workload – Handout (Kruse): Dr. Kruse provided an overview of the workload reports submitted to the Dean. He informed the council of some changes regarding study abroad programs and workload associated with those, which have now been moved under TXST Global. The council had some concerns regarding study abroad programs not being offered during the summer. The Dean suggested a meeting with the point of contact in TXST Global to answer their questions. More information to follow.
2. Faculty of Instruction Guideline – Handout (Kruse): Dr. Kruse clarified the purpose of the Faculty of Instruction Appointment Guidelines (for placement of current faculty into ranks and for guidance for future hires in this appointment). The council approved the guidelines unanimously, with minor changes mentioned. The next step is for academic unit PCs to consider and approve the movement of their faculty into these appointment ranks. Academic Unit Leaders will provide candidates’ packets on [ Teams](https://txst.sharepoint.com/%3Af%3A/r/sites/GRP-CHPChairDirectorAdmin/Shared%20Documents/General/College%20Council/Faculty%20of%20Instruction%20Appointments%20Documentation?csf=1&web=1&e=pxJcp3&xsdata=MDV8MDJ8amxqMTU4QHR4c3RhdGUuZWR1fDAwODI2ZDM5MTY4MzRmNWRkOGJmMDhkYzU0MTM4MzY4fGIxOWMxMzRhMTRjOTRkNGNhZjY1YzQyMGY5NGM4Y2JifDB8MHw2Mzg0Nzc2OTAwNTQyOTk2MzV8VW5rbm93bnxUV0ZwYkdac2IzZDhleUpXSWpvaU1DNHdMakF3TURBaUxDSlFJam9pVjJsdU16SWlMQ0pCVGlJNklrMWhhV3dpTENKWFZDSTZNbjA9fDB8fHw%3d&sdata=c2hTWjBYZGhJRVNjcGdKZzdMUXZKajVsY2dQNEN3K1FhS05CM3JVQ1N6ND0%3d) and update the [ spreadsheet](https://txst.sharepoint.com/%3Ax%3A/r/sites/GRP-CHPChairDirectorAdmin/Shared%20Documents/General/College%20Council/Faculty%20of%20Instruction%20Appointments%20Documentation/Faculty%20of%20Instruction%20Appointments.xlsx?d=w0ab6b3dee3474744aac1857c7a20ebc0&csf=1&web=1&e=C0cJyt&xsdata=MDV8MDJ8amxqMTU4QHR4c3RhdGUuZWR1fDAwODI2ZDM5MTY4MzRmNWRkOGJmMDhkYzU0MTM4MzY4fGIxOWMxMzRhMTRjOTRkNGNhZjY1YzQyMGY5NGM4Y2JifDB8MHw2Mzg0Nzc2OTAwNTQzMzY2NDh8VW5rbm93bnxUV0ZwYkdac2IzZDhleUpXSWpvaU1DNHdMakF3TURBaUxDSlFJam9pVjJsdU16SWlMQ0pCVGlJNklrMWhhV3dpTENKWFZDSTZNbjA9fDB8fHw%3d&sdata=SWlRVEVIakpuUWZiYkc5VzdSVDdSY2FtWGxZR0tXckhOZmp0QkZmSWNmMD0%3d) in the same folder by the deadline of April 30. The Dean will have until the middle of May to make his recommendations.
3. Other:
4. Verified Credentials Presentation: Mr. Chant provided a quick overview and a live demo to the council on what Verified Credentials does and how they provide support with background screenings (drug screening panels, immunization records, licensures, and other compliance requirements) needed from students in each program. 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. Adjunct Faculty Pool Posting (Lieneck): Dr. Lieneck requested recommendations from the council for Health Administration’s pool posting. The Dean encouraged all departments to create their own departmental faculty pool postings and leave it open for adjunct faculty. Per Talent Acquisition, all per course and post doc scholar hires have transitioned to the PeopleAdmin system.
6. CHP Historical Revenue – Handout (Kruse): Dr. Kruse discussed the handout with the council that included the college’s net revenue data generated based on Semester Credit Hours (SCH). This information is important for the chairs/directors to understand as the university transitions to the RCM budget model.
7. CHP PPS 05.04.02 Extreme Weather – Handout (Sayed): The council unanimously approved the changes to the policy.
8. CHP PPS 04.01.40 Faculty Workload – Handout (Sayed): The council made some additional changes. The policy was tabled for Dr. Kruse to revise section 06.04.
9. Position Description Updates in PeopleAdmin (Sayed): Position descriptions must be updated in PeopleAdmin for benefit eligible staff positions that are 50% + FTE, including grant and vacant positions. Faculty and temporary workers are not included. Guidelines have already been shared with the hiring managers. Raidah will create a common template and share the Q&A session with the chairs/directors. The position descriptions will need to be entered by May 31.
10. Collegewide updates from chairs/directors, associate deans, and faculty senate (Sayed):
11. Faculty Senate – Dr. Irani reported concerns about the lack of communication from TXST Global approving new program proposals across the campus and not providing clarity, and the new Booksmart system. Dr. Lessiter will attend the next Faculty Senate meeting to provide an update on the Round Rock campus.
12. Dr. Ari asked the council to encourage their faculty to attend the TSAHP conference and present their work to show a stronger CHP representation. She asked council to send her the names of faculty that will be presenting. She informed the council of faculty who submitted grant proposals. Dr. Ari reminded the chairs/directors to revise the CHP boilerplate document pertaining to their departments. She will be presenting at Bobcat Day on April 20. The Research Forum will be hybrid and is the first time being held on the RRC. There are eighteen (18) faculty presenting plus several students.

**Off Agenda**

1. The President authorized early release at noon Friday, March 29. The day remains a regular class

 day. The Dean’s Office will remain open on both campuses. Department chairs/directors will let the
 Dean’s office know whether they will be open or closed.

1. Dr. Kruse reminded the council that the college has a contract with ITAC. For IT requests, use the CHP form at [ITAC Specialized Service Request for CHP](https://www.health.txst.edu/services/itac-specialized-service-request-for-chp.html) (also on the CHP website).
2. Next councilmeeting is scheduled for April 10. Matt Hall from IT and Denise Gobert from WellCHPs have been invited.