**College of Health Professions**

**College Council Summary & Actions**

**November 2, 2022**

1. **Announcements/Information**
2. Dean’s Seminar, Round Rock Campus: Nursing Building, November 3, 5:30-7:00 pm
3. RRC Visit with Dr. Damphousse: Avery Building, November 8: Students, 3:00-4:00 pm; faculty/staff, 4-5 pm
4. Fall Bobcat Day, November 12: Dr. Roesemann will be delivering the CHP presentation.
5. Retreat for Strategic Planning, Round Rock Campus, Avery Building, December 7, 12 noon- 5 pm: Dean asked unit leaders to meet with their faculty prior to December 7 to gather input for the college’s plan.
6. Fall Commencement, December 10, 2 pm: Dean stated that faculty are expected to attend.
7. Organization Structure Guidelines: Dean asked Council to be more mindful of items that require her approval before sending to offices outside the college. Issues regarding curriculum services, student issues/complaints, faculty workload, registrar’s office should be addressed to Dr. Bezner, Associate Dean.
8. Other:
   1. Parking Issues: Dean asked that parking issues on the RRC be reported to her.
   2. First Gen Week (Nov. 7-11): Please notify your students. On the RRC, there will be an information table from November 7-9 in Avery Atrium. A virtual panel discussion will be held on November 9 from 11:00-12:30 pm. On Nov. 10, there will be a mixer from 12:30-1:30 pm in Avery 256. Free lunch will be provided. Academic Student Services in Avery 201 will have a board to sign/comments from students.
9. **Old Business**
10. RRC Food Pantry – RTA
11. Dean’s Search – Faculty and Staff Meetings: Virtual faculty and staff meetings with the search firm assisting in the search for a new CHP dean have been set. Meeting invite with Zoom link has been sent to all full-time faculty and staff.

* Round Rock campus staff members – Friday, November 4, 2:00-2:45 pm
* Round Rock campus faculty members – Thursday, November 10, 4:30-5:15 pm
* San Marcos campus faculty members – Friday, November 11, 1:30-2:15 pm
* San Marcos campus staff members – Friday, November 11, 2:30-3:15 pm

1. **New Business**
2. Computer Replacement Program: Dr. Bezner reported that 24 computers have been allocated for the CHP. Dr. Bezner requested the past 4 years of historical data and will reach out to the unit leaders to learn what their needs are. Departments have until April to purchase the computers. She reminded Council that newly hired tenure track faculty and clinical faculty receive new computers from the Provost’s Office, subject to the availability of funding. The CRP should not be used to provide new faculty with computers.
3. HIM Department’s Name Change – handout: Dr. Gibbs discussed the proposal to change the current name to Health Informatics and Information Management. Dr. Kruse moved to approve; Dr. Roesemann seconded; Council unanimously approved.
4. CLS Program’s Name Change – handout: Dr. Rohde discussed the proposal to change the current name to Medical Laboratory Science (MLS). Dr. Kruse moved to approve; Dr. Gibbs seconded. Council unanimously approved.
5. Curriculum Items – handout: Course proposals for CLS, HIM, PT and RTT were reviewed. Dr. Kruse moved to approve; Dr. Gibbs seconded. Council unanimously approved all changes.
6. Presidential Awards of Excellence (use of Faculty Qualifications): Discussion was held on piloting the use of Faculty Qualifications for the submission of documentation and selecting the college nominations. Council approved.
7. Student Complaint Log: Dean reminded Council to keep track of written student complaints throughout the year. Complaints that come at the Dean’s level will be recorded by the Dean’s Office.
8. University Plan 2023-2029 – handouts: Dean asked the unit leaders to be familiar with the process and be prepared with a department or program action plan to discuss at the college strategic planning retreat. Templates will be distributed soon to use to develop departmental/program/college plans.
9. **Off Agenda:**
   1. Social Media – handout: Dr. Bezner proposed the idea of creating a social media strategy for the college. Ann Sinclair wrote the proposal with Dr. Bezner and gave the council an overview of how the college could engage on social media platforms. Proposed name/handle was @txsthealth. Dr. Rohde suggested @txsthealthprofessions. Staff in the Dean’s Office will be responsible for managing the social media accounts, but the content will need to be provided by the departments/programs. Council agreed with the need for social media engagement for the college. Platforms would be used to reach students, community partners, alumni and to promote individual programs, faculty, and college accomplishments.
   2. Personnel Committee Composition Guidelines: Discussion was held on the need for departments to have their own guidelines, taking into consideration the Faculty Senate guidelines. Dr. Thorne is working on revising policies that are affected by these guidelines. There seemed to be some confusion on exactly how to proceed with individual program policies/guidelines. This item will be RTA’d.
   3. Events at Embassy Suites**:** Events that are being planned and could possibly use the Embassy Suites at Round Rock may be able to negotiate a better price through the Assistant Vice President’s Office. Contact Ms. Amy Wong for assistance, who is working with the Embassy Suites to become a partner of Texas State.
   4. Associate Dean: 1) Dr. Bezner discussed the workload report and process to review and approve. 2) Reminder of faculty reappointment deadline for chairs/directors to submit to dean for 2nd year faculty is November 14. First year reappointments are due to the dean by February 6. Please see calendar from Faculty & Academic Resources for all due dates. 3) Program changes are due in the PIM system by November 30. 4) Student Learning Outcomes need to be approved by the chairs/directors immediately so the Dean can approve by November 4.
   5. Faculty Senate**:** Dr. Irani informed the council about their Joint Meeting with Senate Liaisons. Hopefully, Faculty Senate will be able to invite ODS to Senate again.
   6. Dr. Ari had the following updates: 1) Monica Hughes received an extension with additional funding on her DSHS Vaccine Outreach & Education grant from the Centers for Disease Control & Prevention in the amount of $49,999. 2) Fifteen faculty have registered for the Build Your Own App workshop.
   7. College Council has been cancelled for November 9 and 23.