



**College of Arts and Humanities Chair Council Meeting
Wednesday, 4.14.2021 • 11am – 12:45pm • Zoom Meeting**

Facilitator: Jenn Brandt

I. Call to Order

II. Approval of Agenda & Minutes

Minutes approved by all, 1 abstention for the meeting minutes.

III. Primary Business

A. CARE Team Initiatives – Bianca Bisi (Time Certain 11:10 – 11:20 AM)

- New manager of student support in student affairs
- Contact information shared with the council.
- Manager of Student Support - Bianca Bisi - 213-265-0480 bbisi@csudh.edu
<https://www.csudh.edu/care-team/what-we-do/>
- Explanation of new care model
- Preventative and post care management
- Lunch and learning sessions to be planned in the future
- Working on identifying common disruptions in classroom and context to these behaviors
- Would like to come back at a later date for training sessions

B. Fall 2021 Updates

- Faculty office access
- No updates at this time
- Request to campus you can do so now through portal
- Space committee meeting today to discuss Fall 2021
- No official word to come from the Chancellor, each campus will make their own decision about returning for Fall 2021
- Will contact tracing be conducted? Self surveys will be done instead
- LCH Updates: Air quality HVAC system, replaced lighting, heating and cooling sensor, replaced all the filter, no recirculating the air, air duct cleaning proposed
- Class schedule to remain the same size
- Entitlement report coming soon recently finished report

C. Staff Support and Staff Evaluations

- Please complete the evaluations in a timely fashion
- There should be no surprises on staff evaluations
- Request for staff evaluations to be postponed this year noted
- Consult with Tim Caron if there are any questions or concerns

D. Ad Astra – Alana Olschwang (Time Certain 12:00 – 12:30)

- Helps predicts the need for courses
- Smart planner only 6% of the student population utilizing this tool
- Shows growth over time
- Algorithm relies on data from the previous year

IV. Discussion Items

A. Process for TT Faculty Hires

- Last time someone was hired factored to be into hiring process
- Table discussion due to lack of time noted
- Avenues of opportunity in order for lecturers to qualify for TT position
- Compile list to determine TT hiring, ranking of that list that the Dean agrees to, then approval of this list goes to Provost Office

V. Adjournment Time Certain: 12:45

Reminders

- A. ASI Faculty – Student Mixer – Those interested should email the Dean’s Office

Future Discussion Items

Council Principles:

1. Start on time and end on time.
2. Council is a participatory decision-making body.
3. All voices are heard, including dissenting ones.
4. When possible, “updates” and “information sharing” should happen in other venues.
5. Council members share responsibility, with the Dean bearing final responsibility.

Next Meeting: April 28, 2021