

## **Student Affairs and Admissions Committee Minutes for April 10, 2006**

The USF CPH Student Affairs and Admissions Committee (Committee) met on Monday, April 10, 2006, at 1:30 p.m. in CPH 1122. Attendees were Drs. Haiduven, McDermott, Poor, Ms. Preston, and Dr. Kay Perrin.

Committee members present approved the minutes of the February 6, 2006, meeting.

Dr. Haiduven proposed to the committee that applications for scholarship funding include a letter of recommendation (e.g., a form letter) by the student's advisor. Such a recommendation would be a value in the selection process. The Committee concurred with this recommendation and will address this requirement in the 2006-2007 academic year.

The Committee also discussed the requirement of the by-laws to have two students and two staff members from CPH serve on the Committee. The Committee will prepare its agenda so that "closed" agenda items such as scholarships that require disclosure of student personal data will come at the end of the meeting. Student participants can attend the meeting for the "open" agenda items. The Committee Chair agreed to solicit student involvement through the PHSA. For a second staff member, Dr. Karen Liller suggested that the Committee invite Ms. Beverly Sanchez.

The Committee also revisited a CPH "Code of Conduct" in light of the resounding negative vote by the Faculty Assembly for an expansion of the USF graduate catalog "disorderly conduct" paragraph to include dress. The Faculty Assembly asked for some sort of positive, generic statement to encourage professional behavior. As a step toward achieving this goal, the Committee voted to provisionally adopt the HSC Code of Conduct for CPH students, staff, and faculty, and to make a copy of this Code of Conduct available through the CPH mission, values, and goals webpage.

Dr. Kay Perrin gave the Committee an update on student recruitment activities. Such activities include more efficient recruitment of USF undergraduates, students with AA degrees in the Health Sciences, and Honors College students; an effort to hire a marketing person; certificate programs; and a central application system for schools of public health. More work could be done to centralize and focus the recruitment activities.

The meeting was adjourned at 3:00 p.m.

Noreen Poor

