

DRAFT
FACULTY ASSEMBLY MEETING MINUTES
15 Nov 2013
10:00-Noon - CPH Auditorium

Faculty in attendance: See attached roster.

1. Meeting called to order by Dr. Perrin
2. Dean's Report: Budget Update
 - a. See attached powerpoint with budget update
 - b. Adjustments to budget prior to June had objective to push resources to individual departments with the principle that revenues follow expenses.
Analysis of budget identified a number of strengths with increases in revenue from a number of sources, e.g. FTEs and auxiliary programs, as well as threats arising from decreases in federal funding for previously approved research
 - c. Adjustments to budget after July, concerns of USF overall budget had negative impact on USF Health Budget. Impact include no reduction in projected revenue, no access to Auxiliary & Overhead funds, RI not frozen but expenses should be at last year's level, projected budget reductions for FY 2015 & 2016
 - d. USF Health budgetary strategies will impact a number of areas including undergraduate advising and teaching, international programs, research, students, faculty and facilities.
 - e. Dean has been actively lobbying for release of funds to USF CPH budget to match prudent fiscal management.

3. Marti Coulter:

- a. COPH Mentoring Program Guidelines (see attached). Document has been modified based on previous faculty input. Process for faculty interested in serving as mentors has been streamlined and clarified.
 - i. Faculty moved to accept the amended COPH Mentoring Program Guidelines
- b. Tenure & Promotion guidelines (see attached). Additional sentence added in point 5.1 (j) *“All Department and College APT Committee members must disclose formal and informal professional relationships with all individuals whose applications for promotion and/or tenure are presented to the respective committees.”*
 - i. Discussion followed that outlined procedure for committee member to recuse themselves from the T & P proceedings.
 - ii. USF global changes are not yet included in the COPH Tenure & Promotion guidelines.
 - iii. Once new Global USF guidelines are approved the COPH Tenure & Promotion guidelines will be reviewed to incorporate the accepted changes.
- c. Progress Toward Promotion Review Procedures: Ranked Non-Tenure Earning Faculty guidelines have been developed for faculty on the teaching pathway (see attached).

4. Kathleen O'Rourke: Transforming MOH Update

- a. Piloting of Transforming MPH s with a cohort of students is scheduled for Fall 2014 with Foundations course
- b. The full piloting of program is scheduled for 2015 with Applied course
- c. Programmatic change is scheduled for Spring 2015

5. Reports from Standing Committees

- a. Curriculum:

- i. Update on submission of proposed new graduates courses to the curriculum committee need to follow set deadlines which can be found in the COPH website.

b. Faculty Senate:

- i. Update provided overview of senate discussions on proposed changes to the Tenure & Promotion document. Changes include ratings on teaching, ratings on research, external reviewers.
- ii. New tenure & promotion policies will apply to faculty who have not completed the tenure and promotion mid-tenure review at the time of policy approval. New policy changes are expected to take effect on Fall 2015.
- iii. College of Education is restructuring from eight departments to three departments. This restructuring takes effect on Fall 2014.
- iv. New strategies will be implemented to increase the low-response rate for online evaluation of courses with incentives being provided.
- v. USF travel will now be processed by a single agency.

6. Announcements:

- a. Fundraising efforts to support Francis House
- b. Workshop on “How to deal with the media”

7. Set date for next meeting (_____)

8. Adjourn at 11:35 a.m.

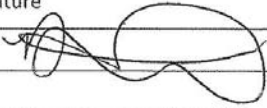
Faculty Assembly Attendance

November 15, 2013

| Employee Name | Rank | Dept ID | Signature |
|----------------------|------|---------|-------------|
| Frankman | | | [Signature] |
| Kay Ferrin | | | [Signature] |
| Ismael Hoare | | | [Signature] |
| Jay Warkson | | | [Signature] |
| Mark Coulter | | | [Signature] |
| Jill Roberts | | | [Signature] |
| Azliyati Azizan | | | [Signature] |
| Sheri Eisert | | | [Signature] |
| Kathleen O'Rourke | | | [Signature] |
| Stephanie Merrett | | | [Signature] |
| Ellen Daley | | | [Signature] |
| Cheryl VAMOS | | | [Signature] |
| Ronald K. | | | [Signature] |
| John Petrella | | | [Signature] |
| Marie Bourgeois | | | [Signature] |
| Amy Almar | | | [Signature] |
| HANA OSMAN | | | [Signature] |
| Kate Wolfe Quintero | | | [Signature] |
| Laura Rustak | | | [Signature] |
| Boo Kwa | | | [Signature] |
| William Sappenfield | | | [Signature] |
| YENIA HAMMAS | | | [Signature] |
| Jacqueline Wiltshire | | | [Signature] |
| Wendy Nembhard | | | [Signature] |
| Jane Bald | | | [Signature] |
| John Harge | | | [Signature] |
| Jaime Corrin | | | [Signature] |

Faculty Assembly Attendance

November 15, 2013

| Employee Name | Rank | Dept ID | Signature |
|-----------------|------|---------|---|
| Dwight Anderson | | |  |
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