

The meeting was opened by Dr. Hammad whom introduced Dean Petersen.

#### Dean's Report

- USF Health and the budget
  - Looking at ways to reduce operational costs
  - COPH, COM, CON, PT may consolidate some services
  - Discussions are on-going
- Zero Accounts
  - Jay Evans needs plans for all accounts
- Future Allocations
  - Distribution percentages may change
- Injury Report
  - Dr. Liller broke her arm and sprained the other – back at work in sling
  - Paula Knaus has returned from her injury
  - Dr. DeBaldo dropped laptop on her toe, but is better now
  - Dr. Milhous broke his collarbone; requires surgery – out of office right now
- ASPH Email distributed
  - Developing DrPH competencies
  - ASPH is looking for volunteers for workgroup
  - Areas: Advocacy; communications; community; analysis; leadership; management; professionalism & ethics
    - Encourage participation
- Congratulations to Drs. Nembhard and O'Rourke
  - National Children's Study

#### Academics Update

- Distributed data on students accepted/validated in Spring 2008
  - Data organized by concentration area/students by department
- Comp Exam Results are available
  - 88% pass rate for 1<sup>st</sup> time exam takers
- Graduation Luncheon is Friday, 5/2; Graduation Ceremony is Saturday, 5/3 at 6 pm in Sundome
- Alumni Survey for 2004-2005 graduates
  - Results are in
    - Need more practical applications of skills
    - Support Capstone course
    - Would like a mandatory ethics course
- New Policy Implementations
  - Dr. Liller distributed email with new policies effective Fall 2008
    - For class rolls-if student is not in first class; they are dropped
    - I grade is being eliminated
      - Must give student a grade with a zero for missing work and give
        - the student resulting grade with an I included (i.e. and I/D)
        - Once missing work is completed, change grade to regular grade
        - If you don't update grade, student will receive just a D for course
- PhD Program for Fall 2008
  - Deadline for applying was officially 12/15
  - Let academic affairs know if you'd like to review late applicants

### Budget Committee

- Committee met and discussed ideas on how to help with current shortfall (\$108,000)
  - Suggestions were – taxing all rollover accounts 4.5%
- Ideas to help with long-term shortfall
  - Taking leave of absence for summer
  - Having 9 month appointments instead of 12 month appointments for faculty
  - Develop incentives for faculty to bring money in from outside sources
  - Have faculty give a donation to the College
- Since the information for the 2008/09 budget is not yet available committee really
  - couldn't come up with a definitive plan on how to help with shortfall
- Current target (shortfall) is \$762,544
  - Looking at:
    - operating expenses
    - Staff reduction
    - Attrition
    - Contributions from zero accounts
      - If shortfall is not that much; is there a particular area of the four above that faculty would prefer to take off the list?
      - Please email thoughts to Dr. Petersen
      - If need be we will call another faculty meeting
      - Paula Knaus will investigate 9 month appointments

### Course Evaluations

- Most comments on evaluations are not helpful
- Could we develop better evaluation forms?
  - APT will look at what other schools are using

### Reports from Standing Committees

- APT Committee
  - Have made modifications to promotion and tenure guidelines
    - Have clarified courtesy and joint appointments
      - Divided courtesy appointments
        - Courtesy University
        - Courtesy Affiliate
      - Divided joint appointments
        - Joint college (other university affiliation)
        - Joint (is within USF)
    - Provisional appointment is for short term appointments
    - Have created pathways for non-tenure earning faculty
      - Will now have research pathway and teaching pathway
      - Teaching pathway will replace instructor title
        - New titles: Teaching Assistant Professor
        - Teaching Associate Professor
        - Teaching Professor
    - Courtesy appointments do still need to go through the APT committee for review purposes only
    - Since a quorum was not present an email vote will be conducted regarding new non-tenure pathways

### Future Meetings

- The next meeting of the faculty assembly is scheduled for Friday, September 12<sup>th</sup>.