

College of Public Health Faculty Assembly Meeting Minutes
November 17, 2004
10:00 am-12:00 pm
Room 2016

Dr. Suzanne Perry-Casler respectively submits these meeting minutes.

Dr. Yehia Hammad called the meeting to order at 10:10am.

I. Dr. Hammad and faculty members welcomed the new College of Public Health Dean, Dr. Donna Petersen.

II. Dean's Report

A. Meetings with COPH chairs and center directors

Dean Petersen has met with all of the department chairs and center directors. She would also like to meet with the faculty during department meetings. Dean Petersen wants to get to know everyone and their ideas – including more about their areas of teaching, research, and service. She acknowledged the importance of the Faculty Assembly where faculty may express their concerns and discuss ideas and innovations.

B. “This is what I am hearing”

After only 2 ½ weeks on the job Dean Peterson reported hearing many exciting things. On her first day, the Dean attended the Council of Deans meeting on main campus. The discussions revolved around the activities of the Board of Governors, Board of Trustees and legislation. The standards of education and accountability were discussed and accountability and performance standards are being developed and sorted out. The question is, “Who sets the standards - the Board of Governors or Trustees?”

Accountability and related implications for the COPH are evident. However, we still have no idea how this process will work. Will they link money to these measures? Will the reward process be implemented across colleges? Maybe hold back 10% based on performance measures. We do know that we need to increase our overall student enrollment.

C. Meetings on the construction of buildings on USF campus

The Dean attended four meetings about the construction of buildings on campus. All of the buildings have designated or potential space for the COPH. What is gratifying is that HSC VP Stephen Klasko includes public health in everything - modeling the importance of integration in the HSC. It is good to be welcomed. This provides the COPH with an opportunity to be leaders with the broadest perspective and vision. The buildings on campus include:

- Advanced Health Care Building
- Children's Medical Service Building
- Research Park – Biotech Research

- Hotel: Continuing Education – Clinical Training Room
40 Stations for Cadavers for COM & CON
Space for COPH – Continuing Education or Trainings

C. A new brochure entitled, “ *Our Commitment to The Community*” focuses on health issues, HSC’s passion and the communities’ future. VP Klasko is talking beyond clinical services to promote public health. Five topics are covered in the brochure:

- Creative Educational Methods
- Entrepreneurial Academic Methods
- Integration of HSC and USF
- National Prominence
- Research Really Matters

Dean Petersen suggests that we must think about this vision and dream. This is our opportunity to make COPH more visible to USF, nationally, and internationally.

D. ASPH meetings and the APHA 2005 Conference

USF was well represented at the conference. More than 100 attended the COPH reception. Several faculty and students presented their research at the conference. Also, many faculty, staff, and students worked the COPH booth. The Dean thanked everyone for being so friendly and helpful to people who stopped at our booth. Dean Peterson and the faculty acknowledged Dr. Hendricks Brown as recipient of the Rema Lapousse Award and Dr. Charlie Mahan as recipient of the Martha Mae Elliott Award.

In closing, the Dean stated that we have a lot of good work ahead of us - to do together. We need to see where opportunities are for us. For example, we need to review the COPH Strategic Plan 2003 and see where we are and move ahead. If needed, we need to get back on track by including action items and working with Dr. Hammad and the Faculty Assembly.

III. Dr. Wendy Nembhard stated that new schools of public health in Georgia and Florida cut into our commonwealth. She asked Dean Petersen what her agenda is on this issue. Dean Peterson responded that the COPH should be concerned about these new schools of public health and each department must develop a recruitment strategy.

IV. Dr. Hammad attended a meeting of the COM & CON faculty and intended to share information on the COPH departments, centers, and hurricane efforts. He was last on the agenda and ran out of time. He wants to have a meeting with faculty from the three HSC colleges and would like to plan the content of such a meeting with the College leadership in order to most effectively plan for the future.

V. Dr. Karen Liller, Associate Dean of Academic Affairs, reported on the following.

A. MPH Comprehensive Exam

The comprehensive exam went well. Student - led review sessions were held. Evaluations of these sessions are forthcoming. Also, department reports will show how your students and department preformed.

Course evaluations will now have the comments typed up by the Dean's office.

B. Undergraduate Education

Dr. Suzanne Perry-Casler, Director of the Undergraduate Education Program attended the ASPH undergraduate education meeting in May 2004 and the ASPH Undergraduate Education Task Force meeting during the APHA conference 2004. As chair of the Copenh Undergraduate Education Workgroup (UEW), she is preparing a report on future options for the undergraduate program, delineating the advantages and disadvantages of each option. A report on the aforementioned meetings and the future of undergraduate education will be presented to the Faculty Assembly at the next meeting.

C. Student Recruitment

Michael Green is the new recruiter for the Copenh. It is recommended that each department meet with Mr. Green to construct a profile of their students and develop good student recruitment strategies.

VI. Reports of Standing Committees

A. Curriculum Committee

Dr. Alan Sears is chair elect.

B. Safety Committee – An email will be sent to faculty asking about any concerns they may have regarding facilities, parking, etc. Faculty are asked to respond back to the committee.

Dr. Ira Richards is chair elect.

Dr. Marti Coulter

Dr. John Large

Dr. Wendy Nembhard

Dr. Steve Mylarnyk

Dr. Azliyati Azizan

C. Faculty Affairs Committee – They received an email from Betty Persky about developing guidelines and a schedule for promotion and tenure. Dr. Marti Coulter is chair elect.

D. Faculty Senate - Dr. Wendy Nembhard reported that the Board of Governors presented a proposal to block the tuition fee for 15 credit hours or higher. The same fee will apply to 15 credit hours or higher. The final decision will be made today following an online voting process. This policy will have a minimal effect on graduate students. President Judy Genshaft discussed obtaining additional monies to improve the infrastructure of USF. USF is listed as the university with the greatest need. However, USF has not been included on the list for consideration.

E. Upcoming is the need for better documentation for the governance structure

VII. UFF report

- A.** Dr. Elizabeth Barnett reported on the new faculty union contract with USF. USF has had a contract for the past 20 years. USF tried to break the contract a few years ago. During the past year USF and UFF have been negotiating for the new contract. Here are a few highlights.

For 4.5 months negotiation has focused purely on salary issues.

Salary issues do not include non-rank faculty.

New contract is for 3 years with the salary negotiations only addressing year 1.

UFF wants to change phased retirement, have release time for UFF officers, include sexual orientation in contract, and have post tenure review. Outside arbitration reviewed grievances and holds USF accountable for what is in the contract.

One thousand dollar bonus is in the contract. Faculty should receive this bonus on December 1, 2004. If you do not get the bonus you may file a grievance. COPH department chairs are not part of the bargaining unit. They are administrators.

Faculty will soon receive a copy of data on salary. There is a 2% raise for everyone. There is a department level pool of monies for a 5% salary increase based on merit. Following a set formula, departments will decide on how to allocate these monies. The USF contract is on the USF web site to review.

VIII. Upcoming Events / Dates

Fall 2004 graduation is scheduled for 12/11/04

Student Orientation is scheduled for 1/14/05

IX. New Business

- A.** Ms. Terri Singer, Research Librarian, provided a handout showing the list of services she can provide. Faculty needs to take advantage of Ms. Singer's skills and she offered to conduct a workshop to show how she can assist with their research projects. If applicable, she can be incorporated into grants. For example, Ms. Singer can conduct a literature search leaving graduate assistants free to do other research tasks. In addition, Ms Singer has skills our students would benefit from learning. She is available for guest lectures. Ms. Singer will meet with Ms. Sandhya Srinivasen to discuss offering a workshop on using Blackboard. You may contact Ms. Singer by phone at 974-7273 or by email at tsinger@hsc.usf.edu .

- B.** It was suggested that faculty see Dr. C. Hendricks Brown on how to effectively write Ms. Singer into grants. It was also recommended that Ms. Singer provide a guideline that shows what services she can provide for 5-10% of her time. A meta-analysis would be a good fit for Ms. Singer.

X. When a quorum was reached the 9/24/04 meeting minutes were reviewed. A few edits were recommended. The minutes were approved.

XI. Next meeting is scheduled for 1/28/05; 10am-12pm; 2016

XII. Meeting was adjourned at 11:15am.