

COPH Faculty Assembly Meeting Minutes
September 30, 2005
Room 2018
10:00am – 12:00pm

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

I. Approval of June 24, 2005 and August 30, 2005 meeting minutes.

A quorum was not in attendance to approve these meeting minutes. They will be voted on during the October 28, 2005 meeting.

II. Approval of the undergraduate General Public Health Minor (GPHM)

Dr. Suzanne Perry-Casler reported that on September 26, 2005 the GPHM was approved by the Undergraduate Council, USF.

TASK: The GPHM Advisory Committee will schedule its first meeting in October, 2005.

III. Student Affairs: GRE

Dr. Noreen Poor presented information on the USF GRE Requirement and the proposed wording for the USF COPH Graduate Catalog.

MOTION: A motion was approved by faculty assembly regarding the proposed minimum Verbal GRE General Test Score of 450 or higher and a minimum Quantitative GRE General Test Score of 550. It was also agreed by faculty to add a statement to the effect that other factors will be considered in the admission process. Applicants are not automatically admitted.

IV. Dean's Report

Dr. Donna Petersen thanked everyone for attending the "Dean's Lecture Series" event on September 16, 2005 – the turnout was great. She encouraged everyone to go on the COPH web page for upcoming lectures. Dean Petersen also thanked everyone for attending the "USF Health Inauguration." Likewise, the turnout was great. A parallel Research Methodology Series comprised of quarterly lectures will also be held on Tuesdays at noon. You may log onto the USF Health web page for details.

Meetings that focused on collaboration efforts were discussed. Dean Petersen visited the Sarasota Health Department, the Florida Public Health Institute and Tampa Bay YMCA to discuss research opportunities. Dean Petersen commented on the Stanford and Harvard models that show how to motivate people to exercise for life. Specific issues addressed in these models include what does it take to run a Health Promotion Program and how do we as a college get involved in exercise for life initiatives?

Dean Petersen traveled to Panama. "The City of Knowledge" (Ciudad del Saber) seeks partnerships to provide education in public health and to improve health together. Next week Tampa Mayor Pam Iorio, Dean Stephen Klasko and others will travel to Panama to submit the USF Health Application to join the City of Knowledge. Panama would be a good hub for USF HEALTH.

Dean Petersen provided an update on the joint efforts between the College of Public Health, Department of Global Health and the International Institute of Information Technology (I²IT) located in Pune, India. The first students were enrolled. Members of our faculty traveled to India to teach the students enrolled in I²IT. Difficulties were identified. First, there are no schools of public health in the country. Second, there is no market for people in India to get an MPH or career in public health. As a result, a second cohort of students was not admitted to the program at this time. The program will pursue the distance learning approach.

Also related to international health endeavors in India philanthropists Drs. Pallavi and Kiran Patel have built several hospitals in India, began a diabetes research program, and improved access to health.

USF Health is looking into collaborating with the University of Shanghai. Current discussions are focused on the COM medical component with COPH behind the scenes.

Collaborations with the CDC are being considered. Prevention Research Centers could work on TB in Puerto Rico and the Virgin Islands.

Faculty completing forms for outside activity was discussed. Dean Petersen stated that faculty do not have to complete the forms if we are not doing any outside activity. Faculty should complete the forms only when they are doing outside activity and being paid. The Dean needs to know this. Faculty should also consult with their Chair if doing outside activity. The guidelines and what we need to include in the forms should be discussed during the next Faculty Assembly meeting.

Faculty governance was discussed. Agendas for meetings should be posted on the COPH web prior to the meetings. Likewise, meeting minutes should be posted on the web. For example, if CFH has a department meeting a representative should report on agenda items from the meeting to Faculty Assembly. Dean Petersen wants faculty to think about how we can do a better job of getting people to attend meetings, present information to the Faculty Assembly and engage in a strong discussion on an issue.

Also, Dean Petersen wants to identify ways we can move faster on disseminating meeting minutes and discussing issues. Most important is that it is not necessary to rehash issues in Faculty Assembly. It takes up too much valuable time. Below are suggestions made by faculty to move faster in these areas.

- Have special meeting of Faculty Assembly and get the data before the meeting to review,
- Have monthly meetings that are shorter,
- COPH committee chairs could attend a department faculty meeting to discuss an issue on the Faculty Assembly agenda that is timely,
- We need to address the quorum issue,
- Promote the shared governance policy – everyone should make an effort to attend Faculty Assembly meetings,

- Trusting committees are needed to report information in a timely fashion,
- Roberts Rules of Order are followed in Copenhague,
- If a quorum is not in attendance use a mail ballot or email if needed,
- Use a proxy system – so we always have a quorum,
- Have six Faculty Assembly meetings per year to increase attendance,
- Chairs of Committees need to do a better job of getting information out,
- We need to do a better job at the working stage (issues discussed during dept. meetings),

V. Reports of Standing Committees

Safety

Dr. Ira Richards reported that representatives from across the university system are conducting a university wide review of lab safety and the need to replace outdated equipment. Monies are available to update equipment in Copenhague. Since 9/11 additional measures are being taken to ensure security of labs. Background checks are being enforced for persons using the labs.

Educational Outcomes

N/A

Faculty Affairs

N/A

Research Advisory Group

Dr. Wendy Nembhard reported on the “Working Group on Research Copenhague Strategic Plan.” Goal 1: Growth in research & scholarship and related objectives / measures were discussed. A handout was provided. It was highlighted that USF ranked 33 / 47 for total NIH dollars awarded to Schools of Public Health in FY 2003 - \$794,019.00 for two awards.

TASK: Copenhague faculty must consider obtaining extramural federal funding and increasing the number of peer-reviewed publications which can improve Copenhague ‘s national ranking among Schools of Public Health.

VI. New Business

Dr. Yehia Hammad suggested that the Steering Committee review the following issues during the upcoming October 18, 2005 meeting:

- Copenhague Faculty Assembly by-laws for possible amendments
- Election Process for Faculty Assembly Officers
- Voting and quorum issues
- Report of outside activities

VII. Adjourn

Meeting adjourned at 12:00pm.

Dr. Suzanne Perry-Casler, Secretary of Faculty Assembly, respectfully submits these meeting minutes.