

COPH Faculty Assembly Pre-CEPH Meeting
October 6, 2003 1:00pm-3:00pm
Room 2018

Minutes prepared by Dr. Suzanne M. Perry-Casler (interim historian)

Dr. Yehia Hammad opened the meeting.

1. Dr. Betty Gulitz addressed the following:

- the criteria for accreditation of schools of public health handouts were provided.
- the profile of the Site Visit Team members and their contact information handouts were provided.
- overview of the self-study handouts were provided that summarized the:
 - site visit process
 - structure of the site team
 - assignment of tasks and meetings for the site visit
 - four criterion levels that the site team will use to determine their recommendation for accreditation

Task: Dr. Gulitz asked that we read the accreditation report and become familiar with the self-study. It is available on the COPH web site. A hard copy was also provided for each department for review.

Task: Dr. Gulitz will email faculty and staff the schedule of events for the site visit.

2. Dr. Charlie Mahan addressed:

- the usual procedures of site visits
- how the team members are assigned their rolls
- the questions they are expected to ask.

Major Points:

- CEPH Team is comprised of volunteers. It involves a lot of hard work and dedication to the process.
- Diversity was not addressed adequately in the strategic plan last time. It needs to be fully addressed in the current self-study.
 - The chair will look at the red flag areas and focus on what the COPH was weak on last time.
- The team will look at the hiring process
- The team will look at data that shows if the students are meeting their planned objectives set forth by each student and his/her advisor.
- The team will review the faculty evaluations.
- The team will hold a meeting and/or attend a luncheon (s) with faculty. The team will also meet with students and COPH alumni.
- Dr. Mahan stated that he feels COPH looks much better now than it did 5 years ago. The self-study is more organized and includes clear data on the status of the COPH.

Meeting was adjourned and Dr. Hammad thanked everyone for attending.