

COPH USF Faculty Assembly Meeting Minutes
June 24, 2005
10:00am – 12:00noon, Room 2016

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

- I. A quorum was in attendance. The April 29, 2005 meeting minutes were approved.
- II. Ms. Natalie Preston, Coordinator of Field Placement, gave a presentation on the process of implementing field placement services for MPH students. She reviewed the role of the student, coordinator of field placement, and supervisor, and advisor. Please see Ms. Preston or COPH web page if you have any questions or comments.

III. Dean's Report

Due to a prior commitment Dean Donna Petersen was unable to attend the meeting today. She provided Dr. Hammad with an "Update from the Dean" power point presentation handout. It was suggested that we read the Dean's report and contact Dean Petersen if we have any questions or concerns.

- IV. Dr. Jeannine Coreil shared with the FA an essay entitled, "How to Triple Your Annual Scholarly Productivity Through Creative Reporting." The reading of this essay was very well received. It was humorous with many topics faculty could relate to when preparing their annual activity report.

V. ASPH. Legacy Scholarship

Dr. Suzanne Perry-Casler reported on attending the "ASPH/Legacy Scholarship, Training and Education Program for Tobacco Use Prevention Strategy Planning" meeting on May 3, 2005. The purpose was to develop a strategic plan needed to inform ASPH and other partners of strategic priorities for public health research and education /training programs for tobacco use prevention and control. Thirty members, representing 27 accredited Schools of Public Health participated in the meeting. Perry-Casler participated in the education /training breakout group. Strategic priorities included: 1) ASPH require a tobacco-related standard and core competencies for graduate training in public health 2) Open appropriate SPH courses on tobacco control to undergraduates and other pre-professional training programs (e.g., nursing, law, medicine, etc.).

VI. Proposed New Date for Election of Assembly Officers

It was proposed to change FA elections from Summer to Spring. FA will vote on this change during the next FA meeting. FA should review the by-laws and consider suggested amendments. The Steering Committee will then amend the by-laws.

VII. Reports of Standing Committees:
College Committees:

Student Affairs:

Dr. Noreen Poor reported on GRE scores as criteria to be accepted into graduate school for USF and COPH. USF states that the GRE needs to be determined on a college by college basis. Therefore, each college /department can set their own standards. Colleges must establish their criteria by Fall Semester 2005. A few faculty/staff stated that USF is dropping the GRE next year as criteria for graduate school.

Recommendations:

- Copenhague use minimum scores of 450 V and 550 Q “or” an entry grade point average of 3.0 for MPH students but “and” an entry grade point average of 3.0 for MSPH & PhD students.
- The scores be used separately – do not combine them.
- These admission standards must be clearly stated on the Copenhague web page. Currently, admission standards are not clearly stated on the web page.

SAC Action Items:

- Post SAC minutes on the web
- Find out why USF is dropping the GRE
- How many colleges at USF are keeping / not keeping the GRE
- SAC will look at other colleges in Florida and other Colleges of Public Health to see what they are doing about the GRE
- SAC will report findings at the next Faculty Assembly meeting

Faculty Affairs

Dr. Ann Debaldo will represent the department of Global Health.

Academic Programs and Curriculum

Dr. Alan Sear reported on:

- The “College of Public Health Undergraduate Education Workgroup’s Proposal to establish a Copenhague General Public Health Minor Fall Semester 2005.
- The UEW responses to the “The Guidelines for Proposals for Copenhague New Undergraduate Degree Program.”

Due to the need for more time to ask and answer questions, Sear tabled the discussion for now. It was determined that further discussion is needed on the who will be teaching the undergraduate courses, if the minor will become a major in the future, and if departments can develop minor tracks in public health. This topic will be placed early on the agenda for the next Faculty Assembly meeting.

Safety

N/A

Educational Outcomes N/A

Research Advisory Group

Dr. Lydie Forthofer is no longer with the Copenhague. Forthofer and her family have moved to another state. Hammad acknowledged her positive contribution to Copenhague and that she will be missed. Dr. Wendy Nembhard has accepted the position of chair of the Research Advisory Group.

Lab Committee

Faculty received what they asked for regarding new equipment. This totaled \$40,000.

University Committees:

Dr. Marti Coulter reported for the Faculty Senate. There is an initiative to promote university engagement and research in the same effort. Combining these two may provide the momentum needed to make this effort a success. Coulter invited any interest faculty to contact her for more information.

VIII New Business

It was recommended that the Faculty Assembly review the following

- By-laws

- Terms of officers
- If the terms of officers be implemented according to the succession plan- vice-president moves up to president.
- Committee structures

Dr. Mike Reid identified the following grant management problems:

- Disappearance of funds
- Monies being paid out from the wrong accounts – such as roll over accounts instead of grant accounts
- Turnover of staff
- Computer problems
- Judy Summers is now handling grants.

Problems with USF Foundation donations were noted. Dr. Marti Coulter stated that it has taken 60 days to transfer money to The Harrell Center account. Many times the USF Foundation Staff are not available to answer questions or give help where needed to transfer funds in a timely manner.

Action Item:

Grant management and USF Foundation problems should be brought to the attention of EXCOM. Hammad will place this item on the next EXCOM meeting agenda.

IX This meeting adjourned at 12:00 Noon
Next meeting is September 8, 2005, 10:00am – 12noon, Room 2016

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