

**Faculty Assembly Meeting
Minutes for Friday, January 25, 2008
Room # 2004
39 Faculty present – 35 eligible to vote**

Dr. Hammad opened the meeting at 10:15 am

1. **Update on Strategic Plan:** Dr. Robert McDermott spoke briefly about the Strategic Plan for the College from 2008-2012. The committee will be finalizing the following topics for completion:
 - Verification measurements
 - Preamble
 - Operations plan

Possible date for implementation is March 1, 2008.

2. **Approval of Minutes:** Dr. Hammad asked for approval of minutes for the September 14 meeting of the assembly and Dr. Mortimer motioned for approval of the minutes.
3. **Dean's Report: Dr. Donna Petersen**

Dr. Petersen updated the faculty on the budget situation as far as is known at this time.

- 2 billion dollar shortfall
- University is holding (E&G) state money
- President Genshaft requested a 15% E&G base budget reduction plan from each college
- All actions are frozen until plan is developed with the exception of grants
- BOG is planning to take away carry forward money
- President Genshaft will have a faculty retreat to come up with a plan w/definition of 'mission critical'

Dr. Petersen requested that the faculty brainstorm on how we can find some innovative ways to handle expenses and future financial responsibilities.

Some Good News:

- Senator Kathy Castor has appropriated one-half million dollars for Childhood Obesity, which is a joint project of COPH and the College of Education.
- The College will begin to raise funds through the Capital Campaign since the Provost's office is funding a new Development Officer for that purpose for the College.

4. Academic Affairs: Dr. Karen Liller

Dr. Liller presented the new course schedules:

- 3 credit hour course one day a week
- Times for courses have been altered so that all classrooms should be utilized most of the time

The changes were mandated by main campus not only pertaining to Undergraduate courses but it was also decided that changes would also apply to graduate courses.

Dr. Liller also distributed and presented an update on surveys recently conducted by the Office of Academic and Student Affairs-

- **Orientation Survey-** to find out where students are from how they became aware of the University/College and; how they rate application admission processes
- **Alumni Survey-**to find out what graduates are doing with the public health knowledge they acquired
- **Exit Survey-**to get feedback on overall college experience
- **Employer Survey-**we found out very good things about our students; one area to work on was putting their knowledge to practice.

Dr. Liller reiterated that Academics is continuing to make a concentrated effort on recruitment:

- Grad 1 (numbers are improving)
- Undergraduate (more than we can handle)

Dr. Perrin explained that Graduate Assistants must take 12 hours but since they drop hours for various reasons during the year; the result is that money went out with no payback to the College (FTE). We are now monitoring whether or not students drop our courses.

Objective is to increase our applicant pool according to the College's Strategic Plan and that the 4+1 focus will be on EOH this year.

- ✓ Dr. Pracht shared about the little clips that he is developing to help students learn what courses have to offer in order to facilitate students to make better choices.
- ✓ Dr. Nembhard requested that the departments get material (recruitment folder) to hand out to interested students.
- ✓ Sandhya Srinivasan reported that on the ETA website are courses as well as a syllabus for on-line courses so that students can preview the course before choosing.
- ✓ Students are strategically recruited and encouraged to apply to SOPHAs. The departments have scholarship money for students.

Dr. Liller also asked if faculty could ask their advisees to apply for the most hours they possibly can to increase our FTE.

5. International Program Update: Dr. Ann DeBaldo

Dr. DeBaldo presented an overview of the work being done through the Office of International Programs – reporting that the College of Public Health is leading the initiatives to internationalize the campus in line with the University’s strategic plan. The services provided to the College include:

- Facilitation of international field experiences and other programs to send students abroad
- Emergency procedures to be used in the event of difficulties encountered overseas
- Assistance with visas, and protocol to be used for foreign visitors including maintenance of a website that provides information for overseas work
- Collaboration with USF groups such as the Patel Center for Global Solutions to provide research opportunities for faculty and students
- Initiatives such as the recent successful bid to bring a Confucius Institute to USF

Dr. DeBaldo invited faculty to visit her office and make suggestions for continuing to improve services to the College.

6. Election of Officers: Dr. Yehia Hammad

Dr. Hammad announced that he would be sending out the forms for the election of a Vice President and Historian to faculty via email this coming week.

7. Reports of Standing Committees:

- New Award for students will be offered in February
- Capstone Course now available for HPM, CFH and EOH

8. Selection of the Date for Next Faculty Assembly

Dr. Hammad announced that the date for the next meeting of the Assembly will be May 2 which is at the end of the semester. An email will inform you of the time since it will be the same day as the graduation luncheon.

9. New Business:

No new business

Meeting was adjourned at 11:40.