

FACULTY ASSEMBLY
Meeting on April 4, 2003
MINUTES

The meeting was called to order by Dr. Yehia Hammad at 11:15.

1. Approval of February Meeting minutes.

The minutes were approved as read. The motion was made by Dr. Jay Wolfson and seconded by Dr. Schwartz for both January and February minutes. Dr. Hammad then introduced Dr. Peter Gorski, director of the Chiles Center who just recently joined us from Harvard.

2. Dr. Graven: Dean's report, teaching load, annual and sick leaves records.

Dr. Graven presented his report. His presentation dealt with teaching loads of both three courses and four course assignments and the per cent of time allotted to each both on a semester and yearly assignment. Issues were raised concerning lab and advising percentages. He further elucidated the salary savings concerning teaching loads. Dr. Graven then talked about annual leave. He noted that the leave recording system leaves something to be desired. A new leave signing sheet was coming from Jay Evans.

3. Drs. Gulitz and Liller: Update on College Comprehensive Examinations

Dr. Liller noted that the new exam will be a multiple choice exam and will be presented in June. This would be the core comprehensive exam. It was noted that for this spring semester, one fourth of those who took the exam, failed the exam. These people are allowed to retake the questions that they failed. A question was raised about test validity on a new exam. Another question noted was, will we test the questions that are to be asked. Dr. Gulitz noted that this would be addressed on the committee level. She noted that some of the pilot questions were tested recently by students. Dr. Gulitz also noted that students who take more than two years to complete the program can take the core portion of the examination right after taking the particular course, since it would be difficult after several years to go back and re-study all the material.

4. Dr. DeBaldo and Mr. Jay Evans: Discussion of the College reorganization plan.

Dr. DeBaldo noted about the reorganization of the College and that it was a work in progress. She noted that the training session had been completed. She further noted that there had been several complicating issues and that the new system will be very customer oriented.

5. Reports of Standing Committees; College/Departmental Guidelines for P&T.

Faculty Affairs - Dr. Coulter

This report noted that the criteria for promotion and tenure for the College but waned to know if there was a different system for each department. It was felt by the committee that each department should be standardized for that particular department and perhaps for the college. Dr. Wolfson then withdrew this motion and a second motion was made that the Faculty Affairs committee review and advise current methods of P & T. This

motion was made by Dr. Wolfson and then seconded by Dr. Bryant. The motion was approved by all present.

6. New Business

It was noted that the next meeting would be Friday May 30th, 2003.

Ms. Ginger Phillips noted that Public Health week would be the following week and thanked all the staff from previous years for their assistance.

The meeting was then adjourned by Dr. Hammad at 12:45.

Respectfully submitted,

Steven A. Field, MD, MPH