Executive Leadership Committee  
Wednesday, October 21, 2015, 3:00pm  
HPNP Room 4102  

Summary

Present: Dr. M. Perri, Dr. T. Barnett (for Dr. L. Cottler), Ms. A. Burne, Dr. J. Foss (for Dr. W. Mann), Dr. S. Hanson, Dr. J. Lednicky (for Dr. T. Sabo-Attwood), Dr. C. Mainous, Dr. S. Nittrouer, Dr. P. Qiu, Dr. G. Smith, Dr. K. Vandenborne, Mr. G. Gowan, Ms. J. Pease, Ms. L. Stevens, and Ms. B. Dermott

1. Corporate giving – Margaret Friend, Director of Development, HSC Corporate and Foundation Relations provided an overview of her role and how she can be of service to the college. She discussed her complementary role with the Division of Sponsored Research and noted that her office can provide stewardship of relationships with foundation officers.

2. Follow-up items
   a. Raise pool – Dr. Perri reported that raises will go into effect in January and will be in the form of fixed dollar amounts rather than percent increases.
   b. Annual and sick leave protocol – Dr. Perri reminded chairs that their departments should have processes in place to ensure that annual and sick leave are being processed appropriately.
   c. Strategic plan working groups – Dr. Hanson provided a handout of the seven goals for UF established by Dr. Fuchs and a document that maps PHHP’s goals to these university goals. AP: Next steps are to meet with the chairs of the work groups, provide an overview of their responsibilities, and address questions.
   d. Development Advisory Boards – Dr. Perri requested feedback on the recent board meeting. It was agreed that the format worked well, and noted that more time for the breakout sessions would have been beneficial. AP: Next step is to plan conference calls with department level boards. Dr. Perri noted that the large board will meet annually going forward.

3. Development update – Lindsey Stevens reported that the college has received $4.1M in gifts toward the $20M goal. AP: It was agreed to add a running tally of progress toward PHHP campaign goal to the ELC agenda.

4. IT update – Geof Gowan reported that IE11 has been installed on all machines. Dr. Vandenborne reported that data for clinical trials must be stored 40 miles away
from Gainesville according to FDA regulations. **AP:** Investigators should inform Geof Gowan of granting agencies’ specific data storage requirements, particularly for any industry sponsored clinical trials, so that IT can ensure compliance.

5. Media update – Jill Pease reported that Dr. Jim Chen’s research on smoking and the death rate in China was quoted in the *New York Times* and *Washington Post*. Dr. Rus Bauer will answer questions related to sports concussions on Reddit’s Ask Me Anything. Dr. Mainous’s study on grip strength was referenced in *O, Oprah’s* magazine. Dr. Sarah McKune was quoted in a story about Ebola treatment beds. Jill announced a new opportunity with the *Boston Globe* STAT news service for faculty experts. **AP:** Faculty should contact Jill before next Wednesday. Jill reviewed UF Health’s planned social media campaign for Dr. Fuch’s inauguration involving students holding banners. The college will also participate in a Health Fair, December 2 and 3, 11:00-1:30. PHHP would like to have graduate students offer some sort of screening. **AP:** Responses are due to Jill in one week. Finally, Jill shared the templates for the department development brochures. Jill can assist with the historical content. **AP:** Deadline for final content is January 15, 2016.

6. Office of Research Travel Grant Applications – Dr. Perri reminded chairs that these travel grants are intended for students invited to give oral presentations or who are meeting with potential employers. Applications must be signed by the chairs and departments must match $400.

7. Staff Council – Dr. Perri noted that the intention of a staff council is to provide an opportunity for staff to contribute to the college mission and to gather input from staff. **AP:** Next step is to establish a working group to develop mission/protocols.

8. New Faculty Reception – Dr. Perri provided a list of invites and asked chairs to encourage attendance.

9. Administrative update – Dr. Hanson provided an update from the HSC Deans and Directors meeting. She reported that the SVP’s Office is tracking preeminence recruitment to ensure that hires do not overextend resources. The office is also looking at means to support new hires’ efforts to create the synergies that are one goal of the preeminence initiative.

10. Announcements – All
    a. Dr. Barnett announced that faculty council met with Ms. Jodi Gentry regarding chair evaluations.
    b. Dr. Lednicky announced that Dr. Andy Kane was recognized by Cedar Key for his outstanding service to the community.
    c. Dr. Smith announced that accreditation for the graduate program is progressing, and accreditation for the internship program is getting started.
    d. Dr. Qiu announced that Biostatistics held a department retreat.
    e. Dr. Foss announced that OT students are attending the OT association meeting.
    f. Dr. Hanson reported that the electronic approval system has been overhauled and the university is currently accepting comments about the changes. **AP:** Pass along comments to Dr. Hanson.