Executive Leadership Committee
Wednesday, July 17, 2013, 3:00 pm
HPNP Room 4102

Summary

Present: Dr. M. Perri, Dr. B. Curbow, Dr. P. Duncan, Dr. J. Foss, Dr. G. Gray, Dr. S. Griffiths, Dr. W. Latimer, Dr. W. Mann, Dr. P. Qiu, Dr. K. Vandenborne, Dr. X. Xu (for Dr. L. Cottler), Ms. M. Emmerson, Mr. G. Gowan, Ms. J. Pease, and Ms. B. Dermott

1. College of Journalism and Communications – Dean Diane McFarlin and Dr. Debbie Triese (Senior Associate Dean) led a discussion regarding potential collaborations between the two colleges. Dean McFarlin noted that the Public Health Minute radio program serves the dual purpose of getting the College’s message out and providing content for CJC’s media properties. Other possibilities for collaboration include:
   - Using the CJC’s production center for developing distance learning content.
   - Health communication research and community outreach. Dr. Triese has been involved with CTSI. UF was the only CTSI site with a communications component at an NIH meeting of 60 or so CTSI sites.
   - Research and teaching collaborations (e.g. graduate statistics).

Dr. Perri noted that he sees three areas for collaboration: education programs, research, and outreach. Dr. Vandenborne noted that communication and public outreach is important for raising awareness about orphan diseases. A discussion followed regarding the possibility of a formal degree package with Communications PhD and MPH. It was also noted that there are ample opportunities for student collaborations, particularly for PHHP degree programs that include a public outreach criteria. Dean McFarlin suggested that students/faculty contact the CJC dean’s office to find a match among students.

AP: PHHP will follow up with Dean McFarlin's office to arrange a time for a group to visit CJC.

2. Follow-up
   - SACS – Dr. Foss reported that some departments are behind in providing transcripts for instructors of record. AP: Dr. Foss will follow up with Lorie Martin regarding adjunct faculty needing to provide a new transcript each time they are hired to teach. Departments should send transcripts to Lorie Martin.
• FAR reports – Dr. Perri reminded chairs that verified reports were due 7/15. Some people have not yet completed. Dr. Perri reiterated that these reports are critical for completing the CEPH self-study. Dr. Perri also noted that chairs can get started on annual letters. These are due to Dr. Perri by September 1.

3. Media update – Jill Pease reported that September 10 has been set as the date for the CTRB opening ceremony. It will be an evening event. She also announced that UF is looking for summer graduates who have overcome adversity or have a unique distinction to highlight in a news release. EGH alumna Megan Schuck was selected for a feature in Florida Gator Magazine’s December issue titled “20 under 30.” Suriya Bali, an MHA program alumnus, was featured in Mint, an Indian business journal (partnered with the Wall Street Journal) in an article about a call center he has established in Bhopal to offer medical advice to tribal villagers in the region.

4. Development update – Marie Emmerson reminded chairs that Outstanding Alumni nominations are due July 31. Marie also reported that she has meeting set up with donors including Julie Davis, AvMed, and Aubrey Daniels.

5. IT update – Geof Gowan reported that IT has hired an OPS person to work on the XP upgrade. Geof raised the issue of software licensing for SAS on the terminal server. A department license that allows unlimited users within the department can be obtained for $500. Dr. Qiu reported that Biostatistics uses R, which is free and was written by experts. **AP: Dr. Qiu will discuss with IT about maintaining R for updates.** Dr. Xu confirmed that Epi needs SAS. **AP: Geof will follow up with department chairs to see who wants to purchase the software license.**

6. Administrative update – Dr. Perri

• Dr. Perri announced that each department will receive the same percentage of its total budget for the merit raises.

• No changes are anticipated for this year’s incentive plan. Dr. Perri reminded the chairs that the Dean’s citation paper is awarded for the previous calendar year (2012) not fiscal year. Calendar year is determined by the print pub date not e-pub date; award goes to a faculty member who is senior author for the paper. **AP: Chairs should get the process started.** Awards will be announced at State of the College, on September 13.

• Top 10 proposals. Dr. Perri announced that there have been some shifts to the high priority areas and he asked the chairs to reconsider their proposals in light of the revised high priority areas. **AP: chairs should let Dr. Perri know about any strong cases by 12:30 pm tomorrow. Proposals with CVs will make the strongest case.**

7. Announcements – All

• Dr. Griffiths announced that Dr. Mike Crary received an R series NIH grant. The SLHS faculty have been traveling and raising the international footprint of the department.
• Dr. Duncan announced that HSRMP was well-represented at AcademyHealth meeting.

• Dr. Qiu announced that biostatistics is interviewing two candidates, one of whom recently gave a keynote speech on big data.

• Dr. Mann announced that the OT department has a faculty candidate interviewing. The MOT class has had eight papers accepted for publication.

• Dr. Curbow asked faculty who are interested in struggling cancer survivorships to let her know what they would like her to put forward with the Cancer Center.

• Dr. Vandenborne announced that Bill McGehee has joined the PT department, and that the department is busy recruiting, with one faculty one candidate here this week and another next week. The department has obtained all the necessary signatures on its accreditation documents.

• Dr. Foss announced that the common reading book for undergrads is about AIDS and schools in Uganda and she requested volunteers to participate in a panel discussion for 30-45 minutes on August 19 or 20. Dr. Latimer, Dr. Bob Cook and Dr. Shalewa Noel-Thomas were suggested as good candidates.