Executive Leadership Committee  
Wednesday, August 16, 3:00-4:30pm  
HPNP Room 4102  
Summary

Present: Dr. M. Perri, Dr. A. Blue, Ms. A. Burne, Dr. L. Cottler, Mr. G. Gowan, Dr. G. Hack, Dr. S. Hanson, Dr. V. Mai, Dr. A. Mainous, Dr. C. Myers (for Dr. Classen), Dr. S. Nittrouer, Ms. J. Pease, Dr. C. Prins, Dr. P. Qiu, Dr. T. Sabo-Attwood, Dr. G. Smith, Ms. L. Stevens, Ms. L. Toth, Dr. K. Vandenborne, and Ms. M. Cadelinia

Special Guest – Mr. Ben Valentine, Assistant Director of Development, UF Health Office of Development

1. Ben Valentine – Mr. Valentine announced that his focus is on corporate and foundation gifts. He will be joining Ms. Stevens for the one-on-one meetings with chairs in August and September. **AP:** The chairs are asked to complete a short questionnaire and return to Ms. Stevens.

2. Action items follow-up
   - Faculty Authorized Absence – Dr. Hanson reviewed the final version of the PHHP Policy on Authorized Absence for Professional Activities. The effective date of the policy is August 21, 2017.
   - Teacher-Scholar and Lecturer Positions – Dr. Perri announced the teacher-scholar and lecturer positions must be filled before July 1, i.e., June 30, 2018 is the deadline for a signed contract. **AP:** The chairs are asked to get search committees started ASAP.
   - Fall ELC Retreat – The ELC retreat is scheduled for Friday, December 1 at the Sweetwater Branch Inn. The primary focus of the retreat will be on strategic planning for growth of the College in light of the University’s teaching initiatives.
   - Faculty Evaluation Letters – Dr. Perri reminded the chairs that final drafts of faculty evaluation letters are due to him by August 31.
   - PhD Program Updates – Dr. Blue provided a revised handout with new data on diversity and inclusion and total numbers of graduates from each program.

3. 2017 UF Campaign for Charities – Dr. Perri reminded the chairs about the Leadership Campaign which runs September 5 – 22. **AP:** The chairs are encouraged to make a gift and to let new faculty know of this opportunity to contribute to the campaign. PHHP will host a UFCC field day with Pharmacy and Nursing in the HPNP courtyard on October 5.

4. Instructional design update – Dr. Hanson reported Dr. Hack and his team are assisting with last minute preparations of blended and online courses for the start of the semester. A replacement is expected to be hired soon to fill Dayna Galganski’s position as the college’s multimedia specialist.

5. MPH update – Dr. Prins reported there are 58 new students this fall plus 11 new combined students. She offered to speak with students who are interested in doing a dual program or an MPH.
6. Staff council update – Ms. Toth reported the overarching goal of the staff council is to increase collaboration with staff across the different departments. To foster this a mini-professional development day is being planned.

7. Development update – Ms. Stevens announced nine board members have RSVP’d to attend the development board meeting. Mr. Matt Hodge will be speaking on the campaign past, present, and future. Approximately 70 people have RSVP’d to attend the PHHP reunion. Nine of the outstanding alumni are attending so far. Ms. Anna Harper is replacing Mr. Niles Eggleston’s position as the Executive Director of Development. AP: Business managers are asked to send Ms. Diane Gagnon the annual endowment reports by tomorrow.

8. Media update – Ms. Pease reported two interns in epidemiology, Briann Stanley and Anjali Kumar, had an article published in the Gainesville Sun on the Free Summer Meal Program for Kids. Dr. Tom Pearson was interviewed by NPR on Chronic Inflammation. Stephen Hardy from SLHS was interviewed by CBS4 Gainesville on the Accessible Hazard Alert System. Dr. Glenn Smith was interviewed by Being Patient on interventions for cognitive aging. Dr. Ilaria Capua is being interviewed by the Associated Press on a new virus discovery. Ms. Pease provided a handout of UF Academic Rankings.

9. IT update – Mr. Gowan announced IT tested their disaster recovery plan and it worked well. IT is going to start promoting the upgrade from Office 2010 to 2016. There will be an expense for EndNote with the upgrade to Office 2016.

10. Research update – Dr. Cottler provided copies of the latest on Proposals, Award Receivables, and the Comparisons. She made several announcements: Dr. Nicole Marlow from HSRMP was selected as the new chair of the research committee; the NIH cap will remain at $187K; the FEO award proposal deadline is September 5, 2017.

11. Provost retreat summary – The theme for this year’s retreat was Optimism and Urgency. Dr. Perri provided the following recap of topics covered at the August 14 retreat:
   - While FL state tuition is low compared to other states, the state allocation is high when additional funds are included for preeminence funding and teaching initiatives. Documentation of the non-tuition portion of state dollars is needed to show that the dollars are doing what they were intended to do.
   - Below are the key metrics for looking at productivity among faculty:
     - Closer tracking at the college and department level in number of classroom courses or credits taught as the primary instructor (not team taught) and the mean overall student evaluation scores for those courses grouped by instructor. The number of dissertation committees chaired.
     - The number of PI grants that are primes not subcontracts that are federal grants, percent of salary covered on extramural awards, number of senior author peer-reviewed journal articles.
   - Speed time to graduation particularly at the undergraduate level. The target is going to be to get graduates to take 30 credits/year so they can graduate in 4 years.

12. Announcements – Dr. Hanson announced the annual faculty/staff dinner is going to be a lunch this year on December 7. Dr. Sabo-Attwood announced Dr. Lednicky had an RO1 funded. Dr. Kane scored a National Academy of Science Award. Dr. Cottler announced Dr. Cook got an RO1 from NIDA.