Executive Leadership Committee  
Wednesday, September 16, 2015, 3:00pm  
HPNP Room 4102

Summary

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

1. **UF Dance Marathon** – Grace Caswell, Recruitment Coordinator, provided information about this event, which benefits Children’s Miracle Network hospitals. The event will be March 19-20, 2016, and she asked that the chairs consider ways to encourage their students to participate.

2. **Superior Accomplishment and Campaign for Charities** – Stephanie McBride reported that the nomination period for SAA has begun. Last year, PHHP had 3 out of 41 winners for the HSC, from a total of 6 nominations. Stephanie provided a handout with tips to writing a great superior accomplishment packet. The committee’s goal is to have one faculty and one staff nomination from each department. Stephanie also reported that Campaign for Charities leadership campaign is underway. **AP:** Stephanie will email chairs with information about UFCC. She also noted that PHHP will host a Field Day with CON and COP to raise awareness and funds.

3. **Media update** – Jill Pease reported on the following media highlights: Dr. Mainous’s study related to grip strength was reported in *Men’s Health*; Dr. Jared Tanner and Dr. Cate Price’s work on memory problems with patients with Parkinson’s was picked up by *Health News Digest, Medical News Today,* and *Web MD*; Dr. Afsar Ali’s cholera research was reported in *Hakai Magazine*; Dr. Sheridan Martin was named a Hero in Healthcare in Gainesville. Dr. Ron Shorr was mentioned in a *Gainesville Sun* story about a national hypertension study. **AP:** It was agreed that Jill will create a template for the department development brochures.

4. **Strategic Planning Retreat follow-up** – **AP:** Dr. Hanson reported that she sent out the operations document and requested that chairs send comments to her by September 23. She noted that Dean’s Office staff will act as liaisons with the working groups. Working groups will set up timelines and deadlines to reach implementation point.
5. Capital Campaign – Dr. Perri described upcoming university fundraising efforts.

6. Development Advisory Board Meeting – The group reviewed plans for the upcoming meeting. It was noted that the PHHP Alumni Reunion will be held the following day. Each department will have a table at the event, and chairs are expected to anchor their table. There will also be a table for disciplines/programs no longer affiliated with a current department.

7. Research update – Dr. Cottler reminded chairs that it is essential for faculty to correct any errors in their effort reports by the close of each month. She also noted that business managers must follow UF policies related to nepotism and outside activities / conflict of interest.

8. Administrative update – Dr. Perri provided information about upcoming merit raises. AP: Chairs are asked to send Dr. Perri a file with their faculty placed into the following categories: did not meet, met, exceeded, and far exceeded by October 1. Staff merit raises will be determined by the rating on their last evaluation. Distribution will be determined following receipt of files from chairs. People rated “does not meet” or “unsatisfactory” or who have been with the college for less than six months will be not be eligible for raises. Dr. Perri noted that the College is looking into annual leave and sick leave to ensure that protocols are being followed.

9. Announcements – All
   a. Dr. Mann announced that doctoral student Paul Arthur was invited to speak at the PCORI annual conference.
   b. Dr. Smith announced that CHP has received favorable feedback from the accrediting body and will be moving forward with a site visit.
   c. Dr. Blue announced that the first PHHP Open House for freshman and sophomores will be held today, 9/16.
   d. Dr. Hanson announced that move is complete and Stephanie McBride will be moving forward with keys and signage.