Faculty Council
College of Public Health and Health Professions

August 4, 2014
5:00 – 6:00 pm
BSCH Conference room, HPNP #4170

Minutes

Faculty Council Members Present: Tracey Barnett, Joel Bialosky, Amy Cantrell, Amy Fullerton, Allyson Hall, John Lednicky, Volker Mai, Consuelo Kreider
Absent: Catherine Price
Others in attendance: Dean Michael Perri

1. Council Member Updates/ Departmental Updates

   Occupational Therapy is continuing its ongoing search for a new chair with additional interviews scheduled.

2. Updates from Dean Perri

   Dean Perri reviewed the College incentive plan. The plan is available on the College website and Faculty Council Members were encouraged to make their departments aware of this. Dean Perri discussed the minor changes to the plan including
   A. Faculty hired at 1 FTE but dropping below the required .5 FTE to qualify for the incentive plan (i.e. accepting a joint VA position) will still qualify for the plan.
   B. The optional deposit of earnings from the incentive plan into a retirement account may only be done after the earnings are subject to appropriate taxes. This must be done by the faculty member and cannot be done by the College
   C. Earnings totaling less than $100 will be carried over to the next year.
   D. The College’s liability option for the incentive plan was specified at $500,000. Dean Perri indicated this amount could be increased in future years if deemed necessary.

3. Final Discussion of the PHHP Constitution

   Faculty Council reviewed the PHHP Constitution including the two primary changes of inclusion of the Diversity and Inclusion Committee and removal of the Information Technology Committee.

   The omission of a formal definition of shared governance from the document was discussed. Shared governance is defined in the University Constitution and Faculty Council felt the current PHHP Constitution was sufficient in its present form to be forwarded to
Dean Perri for his final approval. A formal definition of shared governance will be considered for a future agenda item and/or as an amendment.

4. Review Promotion and Tenure Guidelines

Faculty Council reviewed the most recent draft of the Promotion and Tenure Guidelines with an emphasis on the proposed changes to the multi and single mission tracks. The difficulty in objectively quantifying teaching excellence was discussed. Dean Perri suggested adding language regarding the Department Chairs’ role in providing contextual references regarding factors known to influence course evaluations (i.e. whether course is required for a major, class size, expected grade of students completing the evaluation) for faculty being evaluated.

5. Committee Membership

All committees are filled with the exception of the Financial Aid Committee and the Diversity and Inclusion Committee. Allyson will contact departments to seek volunteers for these committees.

6. Review of Bylaws

One of Faculty Council’s proposed responsibilities is to draft bylaws. Allyson will have examples of bylaws for the next Faculty Council meeting and these will be prioritized as a goal over the next year.

7. Future Items to Address

A means for evaluation of administrative staff was identified as a priority for future meetings. Improving communication between the Dean’s office and faculty and staff was also identified as a priority for discussion in future meetings. Dean Perri conducts regular Executive Leadership meetings and the minutes from these meetings are posted; however, departmental variability exists in the translation of the information from these meetings to faculty and staff. Faculty Council will consider other mechanisms of communication between the Dean’s office and faculty and staff.

8. Future Committee Meeting Schedule

Future meeting times were discussed and the 3rd Friday of each month from 12 noon until 1:00 was identified as acceptable to all present. Allyson will confirm this time.

Meeting adjourned at 5:45PM.