Summary

Present: Dr. M. Perri, Dr. D. Bowers (also for Dr. Latimer), A. Burne, Dr. L. Cottler, Dr. B. Curbow, Dr. P. Duncan, Dr. G. Gray, Dr. L. Gonzalez-Rothi, Dr. M. Peoples-Sheps, Dr. C. Sapienza, Dr. K. Vandenborne, Dr. C. Velozo (for Dr. W. Mann), J. Pease, and B. Dermott.

1. Action points follow-up
   - SACS update – Dr. Foss sent an email last week to program directors and staff, including a PowerPoint with examples of direct and indirect assessments and of a rubric (which all programs must have). Reminder: GPA cannot be used as a student learning outcome. Graduate and professional program reports are due before March 1 (due to university on March 1). Chairs should check on progress with program directors.
   - Convocation speaker – Dr. Peoples-Sheps reported that Debra Hobson has agreed to be convocation speaker.
   - VA presentation – Dr. Perri received information from chairs and will present at tomorrow’s VA Deans meeting.
   - This Month in PHHP – Brigit Dermott provided a proposal for the format of the monthly college newsletter. AP: Chairs will appoint a staff person as a point of contact. Items for the first newsletter are due Wednesday, March 20, and the third Wednesday of each month thereafter.

2. Media relations update – Jill Pease reported on recent media activity: Dr. Gwen Creel was featured in the Gainesville Sun regarding the Gator Challenge. Dr. Steven George participated in the Pain Research Forum Q&A. Dr. Sherrilene Classen’s web chat on the Fitness to Drive measure was picked up by the Sarasota Herald Tribune. Aliyah Snyder’s work on baseline concussion testing was featured in the Gainesville Sun and on local television. Dr. Colleen LePrell’s research on drug for hearing loss prevention was picked up by Asian News International and local media outlets. Dr. Robert Cook’s work on HPV in Florida was featured on WUFT. Dr. Michael Marsiske’s speech on successful aging at FSU was covered on Tallahassee PBS. Dr. Janicke’s Healthy Kids program was covered in GTN and WUFT. EPI Research Day was covered in the front page of the Gainesville Sun. AP: Jill reminded the chairs to submit recommendations for spring graduates to be highlighted at commencement and in UF news release.

3. Research update – Dr. Cottler reported on the associate deans’ meeting and discussions regarding IDCs and federal funding. She also announced that there will be a town hall meeting with the Grants Core on April 30.

4. Administrative update – Dr. Perri reported on several items from the provost’s breakfast meeting:
• QA in online courses: Andy McCullough’s office has established criteria for assessing the quality of online offerings for the purposes of internal quality assessment.

• Dr. Angel Kwolek-Folland gave a presentation on the tenure process. The provost’s office will offer workshops on the process, and those going up for tenure this year should attend. The tenure process has moved to an online format starting this year, and the provost’s office will provide tutorials. Dr. Perri reviewed some of the key policies and procedures. When a candidate is denied tenure, the department chair must provide a non-renewal letter. **AP: Andrea will check with HR about when the non-renewal letter should be issued.** Dr. Perri reminded the chairs to begin discussions with faculty who are planning on going up for tenure next year, and he recommended that chairs schedule a meeting with the dean and the candidate to discuss tenure readiness.

• Research compliance: David Norton discussed the Research Office’s committee that investigates noncompliance, headed by Eileen Cook Dr. Perri reminded the chairs to notify the dean and the research office immediately if any noncompliance issues arise. Chairs maybe asked to serve on the compliance committee.

• Effort reporting: In order to minimize errors in effort reporting, chairs should verify that faculty teaching assignments are correctly distributed. In the new online FAR, chairs are required to view before faculty verifies. Business managers will initiate for chairs.

5. Announcements – All

• Dr. Bowers announced that CHP is gearing up for graduate student recruitment. For faculty council she announced that more faculty senate candidates are needed for the ballot. **AP: Dr. Pomeranz will be added to ballot.**

• Dr. Curbow announced that BSCH has 100% participation in Research Day.

• Dr. Cottler announced that Dr. Maria Khan’s work was cited in the *New York Times.*