Executive Leadership Committee
Wednesday, June 6, 2018 | 3:00-4:30pm
HPNP Room 4102
Summary

Present: Dr. M. Perri, Dr. A. Blue, Dr. B. Brumback (on behalf of Dr. P. Qiu), Ms. A. Burne, Dr. S. Hanson, Dr. V. Mai (on behalf of the Faculty Council and Dr. L. Cottler), Dr. A. Mainous, Dr. A. Maurelli (on behalf of Dr. T. Sabo-Attwood), Dr. W. McGehee (on behalf of Dr. K. Vandenborne), Dr. C. Myers (on behalf of Dr. S. Classen), Dr. S. Nittrouer, Dr. G. Smith, Ms. L. Guidi

1. Action items follow-up
   a. Influential colleagues invited for fall 2018 – Dr. Perri reminded the Chairs that each department should have this visitor secured and report the information to the Dean’s Office by July 2.
   b. Dean’s Citation Paper and Scholarship of Teaching Publication awards – Dr. Perri reminded the Chairs that the deadline for submission to the Dean’s Office is July 27.
   c. Dr. Perri reminded the group that the annual evaluation cycle for Tenure & Promotion (T&P) begins July 1.
2. FAR timeline – Ms. Burne reminded the group that the Faculty Activity Reporting (FAR) system will open at the beginning of July and stay open through July 31. Unsigned draft faculty evaluation letters are due to Dr. Perri by September 1. Ms. Burne also reminded the group that faculty’s CVs should be kept up to date on the website.
3. College diversity and inclusion climate survey – Dr. Blue shared a draft of the survey from the Diversity and Inclusion Committee. She has received feedback from Dr. Perri, the Faculty Council, and the Staff Council. The group shared feedback regarding the survey, including the ranking scale, grammar, and demographic feedback parameters.
4. Summer enrollment numbers – Dr. Blue provided a handout with summer enrollment numbers. Student enrollment overall has increased for the summer. The number of undergraduate students who have declared PHHP as their major has also increased.
5. Faculty council update – Dr. Mai shared that the Faculty Council gave feedback on the diversity survey. They are also working towards filling vacant college-wide committee seats with assistance from Ms. Guidi.
6. Administrative update – Dr. Perri shared several updates.
   a. There have been some challenges with the rollout of the Compass system, but these are being worked on.
   b. President Fuchs recently sent an email with information regarding the 4% merit and market salary one-time lump sum payment. This payment is separate from the faculty incentive plan.
c. Additional taxes will be leveled on the College by the University for deferred maintenance and classroom renovations, as well as the portion of the planned 4% merit payments to faculty and staff.
d. The Faculty 500 request for additional faculty will be issued soon. Dr. Perri reminded the group of the justifications for additional faculty. The additional faculty member should contribute to: 1) a decrease the student:faculty ratio, 2) a reduction in class sizes, 3) increased grant funding, or 4) a new course offered through the honors college.
e. Dr. Perri reminded the group that the PHHP Faculty-Staff meeting is Friday, June 15.
f. Dr. Perri also reminded the group that the August 1 ELC meeting will end at 4pm, which will flow into the International Research Support Meeting in HPNP G-101. Faculty, staff, and students are encouraged to attend this second meeting from 4-5pm.

7. Announcements – All
   a. Dr. McGehee shared that the Department of Physical Therapy submitted renewal for the T32 training grant. He further shared that during a national meeting, two PT faculty members received national awards: Dr. Meryl Alappatu was recognized with a service award and Dr. Mark Bishop was recognized as a fellow with the American Physical Therapy Association. Dr. Blue thanked those that participated in the recent SHPEP events. Dr. Hanson shared that painting and updates to HPNP classrooms will be starting soon. Ms. Burne shared that there will be updates to soundproofing and signage for the recording studio.