Executive Leadership Committee  
Wednesday, February 6, 2019 | 3:00-4:30pm  
HPNP Room 4102  
Summary

Present: Dr. M. Perri, Dr. A. Blue, Dr. S. Classen, Dr. L. Cottler, Dr. S. Hanson, Dr. A. Mainous, Dr. W. McGehee, Dr. S. Nittouer, Dr. P. Qiu, Dr. T. Sabo-Attwood, Dr. G. Smith, Dr. K. Vandenborne, Ms. L. Guidi

1. Action items follow-up
   a. Competencies follow up – Dr. Hanson shared a handout with results from the faculty survey on core competencies. These are competencies that should be included in curriculums to ensure students graduate with skills for emerging markets. The group discussed the survey results and came to a consensus on those competencies that should be included. Dr. Hanson will next send the list to the Program Directors who will address these competencies in their course curriculums. This plan will be presented at the college meeting on Friday, March 29. **AP:** Dr. Hanson will have a proposed time line of next steps at the next ELC meeting.
   b. UFRF Professorship – Dr. Cottler shared a handout with information regarding the UF Research Foundation Professorship Program. Nominations are due by March 1. The research committee will review the nominees and make recommendations to Dr. Perri.
   c. Alumnus of the Year – Dr. Perri announced the name of the alumnum who received the most votes from the ELC members. This alum will be notified soon and invited to give a short speech at the Spring Recognition Ceremony on Sunday, May 5.
   d. Spring Recognition Ceremony speaker – Dr. Perri shared that President George J. Hagerty of Beacon College has accepted the invitation to serve as keynote speaker at the Spring Recognition Ceremony. The group also discussed other details for the ceremony including welcome address, departmental awards, college awards, reader options, and honor cords. Dr. Perri reminded the group that ELC members will serve as platform party at the ceremony.
   e. Teacher-Scholar and Lecturer positions: status of hirings – The Chairs reported that of the 15 total positions, six are signed and nine are open or interviewing. These positions should be filled by the end of the spring semester.

2. Outside disclosures and travel – Dr. Perri provided two memos with clarifications and reminders for faculty and staff regarding outside disclosures and travel. Faculty and staff must report all outside activities, compensated or uncompensated, and this reporting must be done in advance of the activity or travel. Employees are subject to non-approval and/or non-reimbursement if disclosures are not reported in advance.
3. Fund administrator – Dr. Perri shared that the administration role of foundation funds will be moving towards the Business Managers. The Chairs will remain the decision makers. 

**AP:** A question was posed regarding change in Business Managers and revocation of their roles as Fund Administrators. Per Ms. Burne, this revocation is not automatic. The department DSA or their backup would remove the PeopleSoft role and subsequently notify the foundation, where necessary.

4. Wellness update – Dr. Sabo-Attwood provided an update on the developing incentive-based wellness program. This program will provide more options for inclusivity within the college. The task force is comprised of faculty, staff, and students. There will soon be a naming opportunity for the portal, which will be beta tested at the end of the semester.

5. Community Partnership School update – Dr. Cottler shared that Dr. Tarcha Rentz has resigned and the interim director is Garry Bevel, Esq. The Boys & Girls Club may be participating in an updated mentoring model, however Dr. Cottler still requests departments’ assistance with mentoring programs.

6. Research update – Dr. Cottler shared that current research dollars are up compared to last year’s numbers. The first research coffee hour is Thursday, February 7 from 9:30-10:30am, followed by the AIMS Design studio from 10:30-11:30am, and then finally the research committee meeting. Dr. Cottler’s meetings with the chairs are ongoing. Abstracts for Research Day are due Friday, February 8. Finally, DSP is working on notification to Chairs if there is a change in a grant’s budget.

7. Administrative update – Dr. Perri shared that there is a new on site Assistant Director of Facility Services for the HSC, Mr. Daniel Whitcraft. He will be working with Dennis Hines. Dr. Perri also cautioned the group to be mindful of reserves for off book programs.

8. Announcements – All

   a. Dr. Hanson shared that freshman admission decisions will be sent out Friday, February 9.

   b. Dr. Classen shared that the Sandra Edwards Colloquium was a success and thanked Dr. Cottler for representing the Dean’s Office. She also thanked Dr. Hanson for her participation at the Driver Rehabilitation Therapy program launch.

   c. Dr. Smith shared that CHP is in the midst of recruitment for its PhD and Internship Programs.

   d. Dr. Nittrouer shared that SLHS concluded a successful 41st Annual G. Paul Moore Symposium.

   e. Dr. Sabo-Attwood was reappointed to the EPA Science Advisory Board in Washington, DC for another three year term.

   f. Dr. Blue shared that the first Diversity Week was a success and thanked those who planned and participated in the event.

   g. Dr. Vandenborne shared that the Alumni and Friends Reception at the APTA Combined Sections Meeting in Washington, DC was a success.

   h. Dr. Perri shared a request for an expert to work with a research assistant on an educational video. Dr. Smith agreed to pass on the request to an appropriate colleague.