I. Approval of Agenda
   D. Knapp – Moved to accept agenda for January 24, 2014
   L. Huber – 2nd
   In favor – unanimous

II. Approval of Meeting Minutes
   D. Knapp – Moved to accept minutes from December 13, 2013
   G. Frey – 2nd
   In favor – 8; Abstain - 4

III. Chair & Presiding Officer Reports
    A. AC Chair – R. Mowatt
       1. The IUB Strategic Plan Meeting that was called by the Provost was reported by Lesa, Jo
          Anna, Jon and Shinga. Topics addressed included: identifying strategic areas; an emphasis on
          interdisciplinary collaboration; promoting diversity; globalization; grand challenges-
          addressing the most pressing issues of our time; leveraging our resources; and the need to
          articulate our value to constituents and audiences.
       2. SPH-B Student Government Elections close today. Those elected will play a key role in
          feedback of CEPH accreditation. Encourage students to vote.
       3. A Standing Committee Chairs meeting will be held January 28.
B. Bloomington Faculty Council – C. Docherty

Evaluation of Promotion and Tenure standards at the university level was discussed. There are inconsistencies and a lack of clarity. A committee has been formed to create more transparency and better continuity. This would provide better guidelines for schools to set their policies. There was consideration to define excellence. Documents don’t include much on collaboration so language may need to be included to address this.

C. Executive Associate Dean – K. Gilbert

- The Graduate Studies Committee has created a draft of a policy exception to continuous PhD enrollment after taking qualifying exams. This was discussed at the last meeting and will be voted on at the next meeting.
- Electronic dossiers will be ready to use for the fall candidates and will be opened in March. The e-dossiers are for internal use (i.e., within the university). They will not be used the external reviewer process. That will be done using a different electronic system, as we did last year.

D. Associate Dean – M. Reece

1. A proposal is coming forth from the Committee on Research and Creative Activity and the Committee on Centers and Institutes for endorsement of the Institute for Research on Addictive Behavior. It would be a research-focused center with plans for it to eventually replace the Institute for Drug Abuse Prevention at the Office of the Vice Provost for Research. It will capitalize on data from the IPRC and build linkages between their service mission and research in the school. The proposal is to create this in an incubation phase for one to two years at the school level to help them get developed. It will then be moved to the university level. Chairs have endorsed this.

2. Update on Accreditation and Timelines. The self-study draft received about 175 pieces of feedback. These comments have been reviewed and incorporated where appropriate. The student government will be involved more in the process now that they are formalizing their structures; Michael will be attending a meeting of the SPH Student Government in the near future to solicit their input on more formal involvement in the self-study process. Currently, AC members are participating in the review as they are able this semester along with other faculty and staff. In the fall, the accreditation team will need to work closely with AC to plan for their engagement with the site visit team. The AC proposed the formation of a task force consisting of the AC chairs for the past four years (academic years 2011-2014) that will be the faculty government representatives to meet with the CEPH site visit team. The consensus was that AC agreed with this plan, so if more involvement is desired, they will need to let Michael know.

3. The Graduate Studies Committee is bringing forth a motion to approve a dual degree major in MPH and European Studies. There would be no curricular changes in the MPH and it has been endorsed by Public Health Leadership Team and the department chairs.
IV. Standing Committee Reports
   A. Graduate Studies Committee – M. Reece
      Faculty in the school who may have affiliations (e.g. adjunct) in a department other than their home department are eligible to serve on dissertation committees within their affiliated department, subject to routine approvals. This is not a change from existing policy. It was requested that the Associate Dean for Research and Graduate Studies talk with the department chairs and the Graduate Studies Committee to clarify whether one with an adjunct status could serve as chair of a dissertation in the department where they are adjunct. The Graduate Studies Committee has agreed unanimously that endorsed status is not transferrable across departments within the school for purposes of serving as the “chair” of a dissertation committee. An individual with endorsed status in one department may serve as “co-chair” for a dissertation committee in the other department where their status is adjunct, with the condition that a faculty member with endorsed status in that department is the chair of the dissertation committee. An individual with adjunct status can only serve as “chair” for a dissertation in a department if they seek and receive endorsed status in that department in addition to their home department. Chairs have agreed with this and AC agreed.

V. New Business:
   A. Policy exception to continuous PhD Enrollment after Qualifying Exam
      ➢ G. Frey moved to table the item until the next AC meeting on February 14 when the policy can be presented.
      D. Knapp – 2nd
      In favor – unanimous

   B. Dual Major: MPH and European Studies
      ➢ A motion comes from Graduate Studies and the Public Health Leadership Team to approve a dual major in Masters of Public Health and European Studies.
      In favor - 12
      Abstain – 1

   C. Institute of Addictive Behavior
      ➢ The Committee on Centers and Institutes and the Committee on Research and Creative Activity brings forth a motion of recommendation to the Dean for the establishment of the Institute for Research on Addictive Behavior at the school level with an incubation period of no more than two years.
      Discussion: Start-up funding will come through grants awarded by the Committee on Research and Creative Activity.
      In favor - 12
      Abstain – 1

   D. Ad Hoc Committee for Third Year Review for NTT
      The Ad Hoc Committee for Third Year Review for NTT brings forth a motion for review within departments. Feedback and voting will take place at the next AC meeting. Motion for review: At the Department and School levels, all third year review and promotion committees for non-
tenure track instructional appointments should be comprised of both tenure track faculty and rank eligible faculty in keeping with the 60-40 ratio required by the University.

E. The Policy on Policies
This system developed to organize and manage the school policies has been discussed at previous meetings and within departments.

➢ D. Knapp moved to approve the Policy on Policies
L. Huber – 2\textsuperscript{nd}
In favor – unanimous

VI. Announcements
Next AC Meeting – February 14, 2014 1:15 pm

C. Ross - Moved to adjourn.
SCHOOL OF PUBLIC HEALTH-BLOOMINGTON  
ACADEMIC COUNCIL  
Meeting Minutes  
February 14, 2014  
Approved by Academic Council March 14, 2014

Location: PH C013  
Members Present: Chair: Rasul Mowatt (RPTS)  
Applied Health Science: Lesa Huber, Jon Macy  
Environmental Health: Barbara Hocevar, Lisa Kamendulis, Jo Anna Shimek  
Epidemiology/Biostatistics: Zhongxue Chen, Shinga Feresu, Juhua Luo  
Kinesiology: Georgia Frey, Katie Grove  
Recreation, Park, and Tourism Studies: Doug Knapp, Craig Ross  

Additional Attendees:  
Ex Officio: Executive Associate Dean, Kathy Gilbert  
Secretary: Dean’s Staff, Trudy McConnell  
Associate Dean for Research and Graduate Studies: Michael Reece

I. Approval of Agenda  
   D. Knapp – Moved to accept agenda for February 14, 2014  
   C, Ross – 2nd  
   In favor – unanimous

II. Approval of Meeting Minutes  
   D. Knapp – Moved to accept minutes from January 24, 2014 with correction of adding Shinga Feresu to attendance at the Campus Strategy Meeting  
   C. Ross – 2nd  
   In favor – 11; Abstain - 1

III. Chair & Presiding Officer Reports  
A. AC Chair- R. Mowatt  
   1. Department Representation on Standing AC Committees  
      Although there is no requirement in the bylaws requiring equal representation on the standing committees, there is an indicator in the school’s objectives that state that there will be a representative from each department. Representatives can include faculty and staff. The new hires in Environmental Health and Epidemiology/Biostatistics may check with Michael about which committees could use additional representation.  
   2. Graduate Student Admissions  
      RPTS is considering moving the graduate acceptance deadline up to February 1. This would enable students to be eligible for recruitment grants through the Graduate School. Another
option would be to set priority dates or different dates for certain criteria. The Deans office can expedite application reviews generally within 24 hours of the acceptance decision.

3. **Standing Committee Chairs Meeting** The next meeting will be held February 27, 2014.

4. **Academic Council Meeting** The meeting scheduled for February 28 will be cancelled because the chair and alternate chair will be out of town.

5. **Report and Discussion on Ad Hoc Committee for Third Year Review for NTT Instructional Faculty Committee Composition for Third Year Review**
   - At the AHS faculty meeting, there was unanimous support for policies that encourage NTT representation on third year reviews for NTT faculty on all committees.
   - Based on the university strategic planning meeting, there is a move to hire more NTT faculty so that the TT faculty can focus more on research. Having only tenured faculty sit on both the committees related to tenure review and on the promotion-related NTT committees would be a huge burden to those faculty. Committee responsibilities shared would spread the burden of reviewing across the school.
   - Having worked in a system where NTT faculty had their own system of review, a tenured associate faculty member felt these concerns are much to do about nothing. This system was developed with input from tenure faculty and tenure faculty were invited, but not required to participate in the review. The system worked very well and there was no division among ranks.
   - A letter was submitted from a tenured faculty member who was unable to attend: 
     *Here are my concerns about the proposal from the Committee on Non-tenure track faculty:*
     - Tenured faculty are protected from administrative influence or retaliation unlike those without tenure raising the confidence that evaluations are independent;
     - Tenured faculty and non-tenure track faculty occupy different tracks in the university eliminating potential competition which could undermine a fair evaluation;
     - The proposal is premature because all promotion decisions must be processed at the Provost’s level; it is important for the composition of the committees to be aligned.
     *Some faculty I talked in our department thought that the proposal:*
     - Weakens the role of the tenured faculty;
     - Creates a division between tenured and non-tenure track faculty.
     - And some thought that it was o.k.
   - **Responses to letter:**
     - The school does have the authority to make these decisions as provided by the Vice Provost for Academic and Faculty Affairs.
     - It would be consistent with the university policy of the minimum 60% representation of tenured faculty on these committees. The percentage is based on membership, so tenured faculty need to take this evaluation responsibility seriously by attending meetings and voting.

B. **Executive Associate Dean**
   - At the Deans and Chairs meeting, Dennis Groth, Vice Provost for Undergraduate Education presented information regarding degree maps, a system to assist students in graduating in four years. This system is a mandate from the state legislature and is
to be implemented in the spring of 2015. Our first deadline is March 1st to do this for one major in each of the undergraduate programs. By October 1st, all 19 majors have to be ready for this system. Three advisors, Janet Donnelly, Theresa Hitchcock and Carolyn Estell are taking the lead in preparing this. AC members need to let their faculty know to respond quickly to any questions regarding this process.

- Kathy is working with David Skirvin to establish emergency protocols within the school. Rec Sports has some protocols but they don’t always translate to the academic side. Mini-training will be available for faculty and staff once emergency protocols have been established.

IV. Standing Committee Reports

A. Undergraduate Studies Committee – J. Shimek

- The degree mapping system was discussed at length.
- There were a few changes on minor tab sheets.
- The discussion of a major in paramedic science proposed by AHS was tabled.

B. Graduate Studies Committee – M. Reece

1. A change to the Minor in Public Health was tabled.
2. There is a consensus among deans and department chairs to move this fall to SOPHAS (Schools of Public Health Admission System) an online graduate admissions system, for all degree programs. There is no cost to the school for the program, but it is more expensive to students. A more thorough explanation of the system could be done at next AC meeting. It is important for AC to be on board and to help determine how to have discussions with faculty.
3. The proposed form and the language for the bulletin for the Ph.D. Continuous Enrollment Policy have been completed. This policy will allow students to not be enrolled for a semester when there is an emergency situation, but does not change the requirements or the timeline. It includes application deadlines, but recognizes that emergencies beyond the control of the student (e.g., medical emergency) will need to be deal with as they arise.
4. Last year a policy was instituted that required students admitted to a Ph.D. degree program in environmental health, epidemiology, and health behavior to provide proof of a graduate degree before taking the doctoral qualifying exam. RPTS has decided to follow this same requirement so Leisure Behavior will be added to the policy. Kinesiology AC members would like to discuss with their department whether to include their Human Performance program in this policy. This change is informational only and does not require a vote.

C. Committee on Service – K. Grove

The committee made a change in the composition of the Distinguished Service Award selection committee from a requirement of one representative from each department to the Committee on Service acting as the selection committee. The deadline for submission will be the last Friday of March. The nomination form will be sent to all faculty.

V. New Business:
L. Huber – moved to approve the policy proposed by the ad hoc committee on NTT third-year review with revisions to add “at” to beginning of the motion and change should to shall.

At both the Department and School levels, all third year review and promotion committees for non-tenure track instructional appointments shall be comprised of both rank-eligible tenured faculty and rank eligible non-tenure track instructional faculty. In keeping with the university policy requiring a minimum of 60% representation of rank-eligible tenured faculty on review committees, the Department level review committees that reviews NTT faculty for promotion will be comprised of a minimum of 60% rank-eligible tenured faculty and the remainder will be rank-eligible NTT faculty. In the case of third year review committees for NTT instructional faculty, the committees will be comprised of two tenured faculty members and one NTT faculty member at the Clinical Associate Professor level or above or at the Senior Lecturer level.

D. Knapp – 2nd
In favor – unanimous

A motion to approve the Ph.D. Continuous Enrollment Policy was brought forth from Graduate Studies Committee.
In favor - unanimous

A motion to approve a revision to the Doctoral Minor in Gerontology was brought forth from Graduate Studies. This was approved by faculty in this gerontology and Applied Health Science. The requirement was dropped from 15 credits to 9 credits.
In favor – unanimous

- Information Item – K. Gilbert: The Campus Curriculum Committee approved the Online Certificate in Gerontology. From there it has gone to the ALC and will then go to the IU Trustees and the Indiana Commission for Higher Education.
- Information Item – L. Huber: The SPHB Online Programs have created a name and logo “MyPublicHealthDirect” It has been endorsed by the Teaching & Learning Committee.
- Information Item - R. Mowatt: The committees need to begin revamping policies into the new format.
- Information Item - K. Gilbert: The Teaching & Learning; Research & Creative Activity; and Service Committees are drafting revisions of P&T guidelines. It will be brought to AC, then to department faculties along with a town hall meeting.

VI. Announcements
The AC meeting for February 28th has been cancelled.
Next AC meeting will be March 14, 1:15-2:45pm

J. Shimek – moved to adjourn.
Meeting called to order at 1:18 pm

I. Approval of Agenda
   ➢ C. Ross – Moved to accept agenda
     S. Feresu – 2nd
     In favor – unanimous

II. Approval of Meeting Minutes
   ➢ J. Shimek – Moved to accept minutes from February 14, 2014
     D. Knapp – 2nd
     In favor – unanimous

III. Chair & Presiding Officer Reports
    A. AC Chair – R. Mowatt
      1. Representation from Environmental Health and Epidemiology & Biostatistics are still needed for some committees. Dr. He will contact Michael Reece about the new faculty members. Environmental Health is in the midst of hiring additional faculty. The representation can come from faculty or staff, but needs to be provided before the end of the year.
      2. When Dean Torabi met with Academic Council in the fall, he asked AC to consider whether they thought it would be beneficial for the school to have a dean for global and community engagement. Jen Pearl is currently serving as the liaison to the international studies. AC members are to contact their departments regarding the concept of this type of position and bring responses to the April 11 AC meeting.
3. Standing Committee Chairs meetings will be moved to 9:30 on the last Thursday of the month. At the last meeting, there was discussion about the function of the Committee on Service. Also discussed was who is in charge of CEUs.

4. Rasul compiled the information sent from AC members regarding the Bloomington Faculty Council’s proposed P&T revisions. He revised the comments to respond directly the feedback that was requested. This will be put on the SIP. Additional comments were sent from the departments that dealt more with the school policies and those will be provided to the committees working on P&T.

B. Executive Associate Dean – K. Gilbert

Criteria for Promotion and Tenure SPHB

Kathy thanked the task forces from the Research and Creative Activity, Teaching and Learning, and Service Committees who drafted parts of the Promotion and Tenure Criteria.

Talking points for the departments:

Section A. The mission and goals section is from our self-study document. We want to know if faculty wish to add anything to what is already there.

Sections B & C. These principles were cut and pasted from the current draft of the proposed IUB P&T document. Faculty may wish replace them with the final text, paraphrase and adapt the text to our school, or provide a link to the final and approved document.

Sections D. Categories of evaluation were cut and pasted from the current draft of the proposed IUB P&T document, with the modification that Very Good was included among the evaluative categories. We believe this category is needed to allow for the determination of a balanced case (i.e., a judgment of Very Good in all three areas), and we would like to know if this is supported by the faculty.

Sections E, F & G. These parts were drafted by the members of the task forces. They all follow the same basic structure. We are asking that faculty to review these carefully and respond with suggested edits, deletions and inclusions.

Also, Section E, F & G. In response to CEPH’s expectation that tenure guidelines will incorporate a significant emphasis on community engagement and practice, each of the three areas have included these in some form. We believe we have done this in a way that fits well in our approach to P&T as a school. We are asking faculty to provide feedback and suggestions on this.

Section E. Teaching service has been moved from Service to this section. Five fundamental areas have been defined (in bold). Any type of service related to teaching has been included in this area, and is consistent with the Guidelines for P&T on the OVPFAA website. (We also anticipate using this section and section G as the basis for the NTT promotion criteria when we draft them.
next year. Many of our NTT faculty engage in significant teaching-related service, which would serve them in a balanced case. Unfortunately, NTT faculty cannot go up under a balanced case.) Following the description of the five evaluative areas are examples of how these might be carried out. We are asking faculty to provide feedback and suggestions on this section.

F & G. These sections define fundamental areas and examples in the same format as section E. As with Teaching, we are asking faculty to provide feedback and suggestions on this section.

The recommended approach for AC members to present this document to their respective departments would be to have face-to-face discussions followed by a Qualtrics survey. Kathy is willing to attend faculty meetings to explain the document. For advanced promotion candidates (i.e., associate to full) and those tenure candidates who choose to use the new criteria, these criteria need to be in place when letters go out to external reviewers in May.

Timeframe: Faculty discussions within the departments.
Faculty will be sent the link to the Qualtrics survey.
Faculty feedback and Qualtrics responses will be available until April 10.
AC will discuss and make revisions at the April 11 AC meeting.
AC will vote on the document at the April 25 meeting.

IV. Standing Committee Reports - none

V. New Business:
FYI - The promotion and tenure workshop received a lot of positive feedback. It was recommended to continue having these annually.

VI. Announcements
Next AC meeting – March 28, 2014, 1:15pm
G. Frey – Moved to adjourn.
SCHOOL OF PUBLIC HEALTH-BLOOMINGTON
ACADEMIC COUNCIL
Meeting Minutes
April 26, 2013
Approved by Academic Council 9/13/13

Location: PH C013

Members Present: Chair: Katie Grove (Kines)
Applied Health Science: Lesa Huber, Jon Macy, Alyce Fly (alternate)
Environmental Health: Barbara Hocevar, Lisa Kamendulis, Jo Anna Shimek
Epidemiology/Biostatistics: Zhongxue Chen, Shinga Feresu, Juhua Luo
Kinesiology: Georgia Frey, Carol Kennedy, John Shea (alternate),
Recreation, Park, and Tourism Studies: Rasul Mowatt, Craig Ross

Additional Attendees:
Ex Officio: Associate Dean, Michael Reece
Secretary: Dean’s Staff, Trudy McConnell
Choong Hoon Lim (Kinesiology 2013-14 member)

A. Approval of Agenda for April 26, 2013
   ➢ L. Huber – Moved to accept agenda
     R. Mowatt – 2nd
     In favor – unanimous

B. Approval of Meeting Minutes
   ➢ R. Mowatt – Moved to accept minutes from April 5, 2013
     Z. Chen – 2nd
     In favor – 11; Abstain - 3

C. Committee Reports

   Year End Reports are on the SIP for review:
   Undergraduate Studies Committee
   Graduate Studies Committee
   Agenda Committee
   Teaching/Learning/Assessment Committee
   Gender and Diversity Committee
   Public Health Leadership Team

1. Graduate Studies Committee - M. Reece
   Graduate Studies is bringing forth a motion to revise language regarding the Formation of
   Committees for Master’s Thesis Project. The following section would be added to the SPH
   Bulletin: The Chair of the committee must be a graduate faculty member in the department in
which the student’s degree is being pursued. While it is often the case that students wish to have a member of the committee from an institution other than Indiana University, such individuals can only serve as consulting members on the committee and are not counted toward the three required members.

2. **Research Committee** – M. Reece
   The Research Committee is bringing forth a motion for a policy statement regarding predatory journals to guide faculty and staff of the school. They propose using the list from Scholarly Open Access (http://scholarlyoa.com/individual-journals/) as a determination of non-acceptable journals.

   After discussion, it was recommended to expand the policy beyond research to include teaching and service aspects that could be used school-wide. This will provide decision makers with tools to make informed decisions. Michael agreed to revise their motion to incorporate the school instead of Research Committee.

3. **Distinguished Service Award Selection Committee** – L. Kamendulis
   The committee reviewed materials and recommends Dr. John Schrader for the award.

4. **Update from Associate Dean** – M. Reece
   Michael expressed his appreciation to all of the members of Academic Council for their hard work and dedication this year.

5. **AC Chair Report** – K. Grove
   Applicants for Chairperson of Academic Council for 2013-14. Katie had emailed AC members requesting nominations for the chair position. She received nominations for Craig Ross, Lesa Huber, Lisa Kamendulis, Katie Grove, and Rasul Mowatt. The Constitution does not allow the chair to serve a second consecutive term. Due to various reasons, Craig, Lisa, and Lesa declined the nomination. Rasul agreed to be considered.

D. **Action Items:**

   - G. Frey moved that all locations of the SPH-B Constitution and Bylaws that states Agenda Committee be replaced by the Budget & Planning Committee.
     C. Ross - 2nd
     In favor – unanimous
     This is the second AC approval of this motion.

   - C. Ross moved to remove the student representative from the Faculty Grievance Committee in the SPH-B Bylaws.
     C. Kennedy - 2nd
     In favor – unanimous
     This is the second AC approval of this motion.

   - Graduate Studies brought forth a motion to approve the change in language to the Formation of the Master’s Thesis Project Committee as stated in the discussion.
     In favor – unanimous

   - Research Committee brought forth a motion to approve the policy regarding Predatory Journals with the revisions to expand the policy beyond the Research Committee to include the School of Public Health.
     In favor – unanimous
Distinguished Service Award Selection Committee moved to approve John Schrader as the recipient of the SPH-B Distinguished Service Award.
In favor – unanimous

J. Shimek moved to approve Rasul Mowatt as the Academic Council Chair for 2013-14.
L. Huber – 2nd
In favor - unanimous

E. New Business:
Rasul Mowatt took over as chair of the meeting.
New AC members for next year were introduced.
RPTS will need to appoint a member to fill Rasul’s position on Academic Council for one year.

G. Frey moved to adjourn.
I. Approval of Agenda

- G. Frey – Moved to accept agenda with change to item C1: cancel instead of change.
  - K. Grove – 2nd
  - In favor – unanimous

II. Approval of Meeting Minutes

- L. Huber – Moved to table April 26 minutes approval until Sept 13 meeting due to inability to view minutes
  - C. Ross – 2nd
  - In favor – unanimous

III. Chair & Presiding Officer Reports

A. AC Chair – R. Mowatt

1. Explanation of Agenda & Reporting Structure at AC Meetings
   For meeting efficiency, lettered items will have five minutes for discussion and committee reports will have two minutes. At that time a motion will be needed to extend the discussion time.

2. Changes to AC Meeting Schedule
   Changes to the set second and fourth Friday meetings will need to be discussed and approved.

3. Standing Committee and AC Alternates Updates
   Ideally two, and at least one alternate is needed for each department to ensure quorum when regular Academic Council members must be absent. At this time, the
following are required: One alternate is needed from Epi/Bio; two from Kinesiology; and a chair replacement from RPTS. These names need to be submitted prior to the next AC scheduled meeting. At least one AC member must be present on each of the standing committees. For those individuals who are already committee members, in order to be removed from a standing committee, they must first contact the department chair.

B. Associate Dean – M. Reece

1. Explanation and Next Steps for Proposed Policy on Diversity and Inclusion

A committed governance endorsed policy on diversity and inclusion is a new requirement for accreditation. An AC subcommittee along with various other areas began work last year. There are three dimensions: Recruiting and Retaining; Working and Learning; and Engaging and Challenging. Each area includes a description and statements that describe how the school needs to operate around this issue. The entire self-study will go online Oct 15. In order to have the section on diversity included, a policy must be approved by AC by mid/late September. AC members need to discuss this with their respective departments and emphasize that implementation will be handled by the Committee on Diversity and Inclusion. This policy does meet all of the CEPH requirements. Deb Getz or Susan Simmons would be good resources to describe what the school is currently doing.

The policy will be brought to AC for a vote at the September 13 meeting.

2. Standing Committee Goals for 2013-14

This is the first time this school has had an official report of progress toward school-wide goals and objectives. The report is located on the school website under About Us/Goals and Objectives. Encourage faculty to review report. The report includes three dimensions.

1. Evaluation process
2. Collection, synthesis, and reporting of Data. This includes our substantiation of where the data came from, how they are used, and to whom the data are reported for evaluation and planning.
3. Each of the four school goals is charted including objectives, indicators, performance for last two academic years, and the committees charged with oversight of the data. A column for targets will be added to the table. Committees will need to provide targets for all objectives except for the diversity objective.

When committees meet, they will be given a charge to review data and tasked to identify short term strategies that will improve our performance, long term strategies to help us improve over time, and recommendations of what to track to help us better assess performance. Committees will submit a report to AC by Nov 15. A school-wide
special meeting of faculty will be called to discuss and finalize goals. Committees will do
the work and submit a report of progress in April. The numbers are then included in the
report.

C. Executive Associate Dean – K. Gilbert

1. Proposing Changes to Promotion & Tenure to meet IUB Guidelines.
Our school guidelines need to be updated to be in line with the new campus guidelines. As
part of CEPH expectations, community engagement needs to be addressed
Kathy will be asking the Committees on Teaching and Learning; Service; and Research and
Community Engagement to review the current guidelines and create a revised draft that
would reflect where we are as a school. This would be brought to AC for revisions,
presented at a town hall meeting in the spring, made available for faculty response, and
brought to AC for final approval preferably by the end of the academic year.

2. Defining Clinical Faculty for SPH-B
Per VPFAA, each school must have their own definition of clinical faculty.

➢ S. Feresu - Moved to add an action item to form an ad hoc committee to define clinical
faculty.
G. Frey – 2nd
In favor – unanimous

3. Revision of NTT Promotion Policy
- The NTT policy in the school needs to be clarified. Currently the Tenure Track policy
  is being used for NTT with the explanation to exempt the sections that don’t apply.
- Our school needs to establish our expectations for excellence in teaching for
  clinical and lecturers. A differentiation needs to be made between clinical and
  lecturers.
- At the department and school levels it is acceptable to have NTT faculty serve as
  voting members on NTT promotion cases, as long as they don’t exceed 40% of the
  vote. This issue will need to be addressed with the faculty to determine whether
  and, if yes, how this would be done.

➢ K. Grove – moved to add an action item to form an ad hoc committee to make revisions to
the NTT promotion policy.
G. Frey – 2nd
In favor - unanimous

IV. Committee Reports – No reports
Per our constitution, the Undergraduate Studies Committee (USC) and Graduate Studies
Committee (GSC) must include a member from AC on the committee. If a member of AC is also
already a voting member of the USC or GSC, that person will serve this purpose. If no current
Academic Council member is a voting member on either of these committees, the AC must appoint a member from the AC to serve as non-voting liaison on that committee. That member will present their committee reports to AC.

V. Old Business: None

VI. New Business:

A. Assistant Dean of Student Services Position Questions and Concerns

- Responsibilities of this position
- The title of position; student services seems non-academic
- Ensure involvement of chairs in academic advising.
- Academic advising experience not required for position
- A lack of faculty input in the hierarchal structure of the school

- K. Grove moved to extend discussion time
  J. Shimek – 2nd
  In favor – unanimous

- D. Knapp moved to extend discussion time
  K. Grove – 2nd
  In favor – unanimous

1.19.14

- D. Knapp moved to postpone the hiring process for the Assistant Dean of Student Services position until further discussion at a special meeting prior to the next scheduled AC meeting.
  J. Shimek – 2nd
  In favor - 10
  Abstain – 1
  Rasul and Trudy will schedule a meeting and notify AC members.

B. Policy on Diversity and Inclusion Action Item:

- Motion to accept Policy on Diversity and Inclusion as presented by Associate Dean and present it to faculty for input.
  In favor - unanimous

C. Changes to AC Meeting Schedule Action Item:

- Cancel November 22, 2013 and December 27, 2013 meetings
  Change March 14, 2014 meeting to March 7, 2014
  In favor – unanimous
D. Define Clinical Faculty
   - Motion to form an ad hoc committee to define clinical faculty.
     In favor - unanimous
     Forward names of faculty interested in serving to Rasul.

E. NTT Promotion Policy Revisions
   - Motion to form an ad hoc committee to make revisions to the NTT promotion policy.
     In favor – unanimous
     Forward names of faculty interested in serving to Rasul.

VII. Announcements
   Next AC Meeting – September 13, 2013; 1:15 pm
   - J. Shimek - Moved to adjourn
I. Approval of Agenda
   - K. Grove – Moved to accept agenda
   - D. Knapp– 2nd
   - In favor – unanimous

II. Open Discussion on Assistant Dean of Student Services Position
(Speaker List after Introduction of topic by Chair and Executive Associate Dean)

Comments and Discussion Points:
- The Assistant Dean of Student Services would be a coordinator of academic advising.
- The position of Director of Academic Advising has currently not been approved by the Dean to be filled.
- Why is the Assistant Dean of Student Services but not Director of Academic Advising position being funded?
- Is the Director of Diversity and Inclusion position a CEPH requirement?
  - This position fills the CEPH requirement.
- How does the Diversity Director position go along with advising since part of advising would facilitate diversity?
  - This position would be liaison to admissions office; would hook students up with available resources and would work on how to bring students into the school and how to keep them.
- There was a question about the role of faculty governance within academic advising and not having faculty over academic advising.
• Would this Assistant Dean have authority over the Director of Academic Program Administration?

• A presentation by the finalists was suggested. The current plan is includes finalists doing a proper interview and making a presentation on their administrative philosophies to assembled faculty, staff, and students. This would be followed by the standard feedback of strengths and weaknesses with the final determination by Dean.

• There was a concern over the lack of knowledge expected in advising, diversity and career services for this position.
  
  The position requires the person know about these areas but not doing them.

• There was concern over PA positions being considered for this role even though they would be reclassified into a faculty/academic specialist position.

• It was recommended that the academic advising responsibility be removed from this position.

• The accreditation process with CEPH brought forth an external look into our program. They identified student services as an area of weakness that needed to be dealt with.

• Does the Dean’s Office need to justify the filling of this type of an administrative position?
  
  It is not a university requirement nor is there any written policy.

• An organizational analysis and objective opinion about the efficiency of the organization was suggested (one suggested after this position has been filled).

• The issue of the investment of resources and staff, ratio of staff to faculty, and number of staff in Dean’s office was brought up.

• It was stated that AC should not be micromanaging the Dean’ office.

Main points will be compiled and made available to others. Faculty may then choose to come up with actions as a result.

III. Announcements

A. Next AC Meeting – Sept. 13, 2013; 1:15 pm
I. Approval of Agenda
   J. Shimek – Moved to accept agenda with addition of New Business-Center for Research for Health Disparities.
   K. Grove – 2nd
   In favor – unanimous

II. Approval of Meeting Minutes
   K. Grove – Moved to accept minutes from April 26, 2013
   D. Knapp – 2nd
   In favor – 13
   Abstain - 1
   K. Grove – Moved to accept minutes from special meeting on August 30, 2013
   D. Knapp – 2nd
   In favor – 12
   Abstain - 2
   Minutes from the September 5th special meeting are available for review but will not be voted on.

III. Chair & Presiding Officer Reports
   A. Bloomington Faculty Council – C. Docherty
      1. Provost Robel presented a Strategic Planning Process report. They are emphasizing a diverse group of faculty be involved in the process. It can be viewed http://indiana.edu/~provost/plan/.
2. The Office of Vice Provost for Undergraduate Education presented Senate Bill 182. It pertains to the credit and articulation agreements to allow students to pursue a common associates degree curriculum with a developed pathway that when completed results in 1) matriculation at all 4 year state education institutions and 2) transfer of all credits so that the student will begin with a junior standing. http://www.in.gov/legislative/bills/2013/SB/SB0182.1.html

B. AC Chair – R. Mowatt
1. AC members need to make sure their departments have the needed representatives on standing committees and AC alternates. Forward these names to Rasul by the end of next week.
2. The minutes from the special meeting regarding the Assistant Dean of Student Services includes bullet points of the items discussed. These may have items to consider for future direction of AC.
3. Once chairs have been elected for the standing committees, Rasul will arrange monthly meetings to discuss goals and work for the year. The Committee on Budget and Planning must be a faculty member since that person fills in as AC chair when needed.
4. Most departments have provided names to serve on the two ad hoc committees; Revision of NTT Promotion Policy and Defining Clinical Faculty.
5. Rasul will send out bullet points of issues from each AC meeting that should be brought to the attention of departments.

C. Dean Torabi to address Academic Council
- Dean Torabi will be establishing a Founding Dean Medals that he will present to recognize those who are doing extraordinary contributions to the School of Public Health.
- He gave an update of the school regarding research infrastructure; increased enrollment; BSPH; and campus funding for Online Education, Director of Diversity, and two additional academic advisors.
- We are acting on the same model that we have for 30 years and need to move forward. There is a need for greater coordination within our school. The position of Assistant Dean for Student Services/ Student Academic Affairs) will help provide this coordination. This is also a response to the university direction to make academic advising and career advising a top priority.
- The credit for our success goes to the faculty and the Dean welcomes any suggestions they have. The campus administration is fully supportive of our school and is helping us to be successful.

D. Executive Associate Dean – K. Gilbert
- Campus Curriculum Committee – the approval speed has been very slow with the Academic Leadership Council. Any curriculum changes or addition to minors that will need to go to ALC must be completed by mid-fall semester and brought to AC by late
November in order to be ready for the next fall’s bulletin. The undergraduate cycle is two years.

- Assistant Dean for Student Services – Kathy met with some AC members to further discuss this position. It has been decided to change the title to Assistant Dean for Student Academic Affairs. The position will not have supervisory role over the advisors but will serve as a coordinator. Per our constitution, faculty is not involved with hiring processes.
- Since there is significant activity during the summer, Kathy is requesting AC to consider a way for the AC body to function through the summer.

E. **Coordinator of Online Education** – L. Huber

Per the President and Provost, every school must have at least one degree online. Our focus is workforce development that was launched this fall; it is free to people already working. The next step will be a 15 credit public health certificate. Programs are being reviewed. Next, after our accreditation, will be a full MPH online out of RPTS.

Approval process – Since these degrees will run across the school, an approval process will need to be established. The Public Health Leadership Committee will work on this. The first degree needs to be done quickly so Lesa will run it through Applied Health Science due to her familiarity with their process.

IV. **Standing Committee Reports**

A. **Undergraduate Studies Committee** – J. Shimek

There was discussion regarding students wanting to take more than 19 credits. Currently, the Executive Associate Dean gives approval. The committee will be working on a written policy to address this and will bring it to AC for approval.

B. **Committee on Centers & Institutes** – L. McCloskey

At the meeting, Michael Reece presented information regarding a new institute that he is working on with Ruth Gassman that he is either seeking approval or has received approval (Laura was uncertain). This would be university wide with a focus on addictions. They hope to fund it through a service laboratory that would do tissue and sample testing for alcohol and drugs. Laura had concerns about this aspect if donors are not anonymous.

[Follow-up Report: The Committee Centers & Institutes met and no action by Academic Council is requested at this time.]

V. **New Business:**

A. **Diversity and Inclusion Policy**

- K. Grove - moved to approve the Diversity and Inclusion Policy as written with the inclusion of a link to the IU DEMA Office.
- 2nd – C. Ross
  In favor – unanimous
B. **Center for Minority Health** – L. McCloskey

Laura talked about changing the title from Center for Minority Health in AHS to Center for Research on Health Disparities. She will provide written information for the next meeting so that AC can vote on this.

VI. **Announcements**

Next AC Meeting – Sept. 27, 2013 1:15pm

- K. Grove – moved to adjourn
I. Approval of Agenda 9/27/13
   √ J. Shimek – Moved to accept agenda
     C. Ross – 2nd
     In favor – unanimous

II. Approval of Meeting Minutes
   √ C. Ross – Moved to accept minutes from 9/13/13
     K. Grove – 2nd
     In favor – 12
     Abstain - 1

III. Chair & Presiding Officer Reports
     A. AC Chair
        1. AC Representatives and Alternates: Ahmed Youssefagha will be an alternate for
           Epi/Bio.
           A representative from Kinesiology is needed by the end of the day for the
           Committee on Budget and Planning. Doug Knapp will serve for RPTS.
        2. A meeting of the Standing Committee Chairs will be held on October 2nd. The
           Committee on Budget and Planning needs to be selected prior to that meeting.
3. Additional members are needed for the two ad hoc committees regarding NTT faculty.
4. Campus parking concerns: A faculty member brought forth a concern about parking; however AC does not deal with campus facility related issues. BFC has reported on this and faculty may decide whether they want to support their comments.
5. AC will need to begin reviewing old HPER policies to be converted or eliminated. These will be on the agenda throughout the year.
6. The Budget & Planning Chair will need to fill in as chair at the Oct 11 AC meeting.

1. **Director of Donor and Alumni Relations** – Natalie Kubat
   Dean Torabi has asked for a concentrated effort for a fund raising campaign for our faculty and staff. Our Community-Our School Campaign will kick off in October with a focus on participation rather than a financial goal. The donor may choose the specific gift area and there are a variety of forms of payment.

2. **Bloomington Faculty Council** – Carrie Docherty
   1. Campus is working to move the Phi Gamma Delta Fraternity House from Third Street to Woodlawn. It will not happen immediately, but they plan to accommodate those who work in those locations.
   2. Media School/M School – There was a lot of discussion and anxiety at BFC about this new school. Over 300 faculty study media at IUB; none will be forced to move. No SPH programs were brought up in the discussion. The Trustees will be reviewing the proposal and then it will come back to BFC before any action takes place.

3. **Executive Associate Dean**
   1. Any new or revised 100-200 level courses that departments want to become general education need to be put on the remonstrance list for November. Monica would need these the first week of October. Electronic copies of proposals for new general education courses need to be sent to Kathy by November 22.
   2. Campus-level review of new and modified curriculum has slowed down. Kathy will get more information on this at the October CCC meeting
   3. The school’s Academic Fairness Form is very outdated. Kathy is revising the form for the school. This will be brought to the next AC meeting for discussion and edits.
IV. Standing Committee Reports
   A. Graduate Studies Committee – Lisa Kamendulis
      1. Per AC procedures tab sheet changes can be brought forth as information, but do
         not need to be approved by AC. There were two changes: reorganization of one in
         Kinesiology and a course addition to one in Epi/Bio.
      2. As a result of the school-wide graduate faculty meeting, the committee will be
         developing a list of priority items that the committee will be working on this year.

V. New Business:

   ➢ The Committee on Centers and Institutes and the Committee on Research and Creative
     Activity jointly move that the Academic Council endorse the proposal that the Center for
     Minority health within the Department of Applied health Science be renamed to the Center
     for Research on Health Disparities.
     In favor – unanimous

VI. Announcements

   Next AC Meeting – October 11, 2013 1:15 pm

   G. Frey – moved to adjourn
I. Approval of Agenda
   S. Feresu – Moved to accept agenda for October 11, 2013
   C. Ross – 2nd
   In favor – unanimous

II. Approval of Meeting Minutes
   K. Grove – Moved to accept minutes from September 27, 2013
   J. Shimek – 2nd
   In favor – 10
   Abstain - 3

III. Chair & Presiding Officer Reports
   A. AC Chair – R. Mowatt
      1. Standing Committee Chairs Meeting met October 7th. They discussed responsibilities
         and evaluations. Committee reports will need to be presented to AC by the first
         November meeting. The group will continue to meet monthly.
      2. Review of SPH & HPER Policies. AC will need to review and update school policies, a
         few each year. Volunteers to prioritize and select policies to be reviewed this
         semester are Katie Grove, Craig Ross, and Joanna Shimek. A differentiation will need
         to be made between policy and governance documents.
3. There will be a special meeting for Academic Council with Marcia Gonzales, Vice-President and General Counsel for Marsha to introduce herself to the school and provide some information. It will be held October 25 at noon in PH 125 and all faculty and staff will be invited to attend.

B. Executive Associate Dean – K. Gilbert

1. Grade Appeal – Kathy has updated the current procedures document. It is consistent with campus procedures. When the campus-level procedures and policies are updated, AC should establish a policy for the school. The Grade Appeal Application Form has also been updated to include current information.

   ➢ K. Grove – moved to add the grade appeal procedures and form to the action items of the agenda.
   C. Ross – 2nd
   In favor – unanimous

2. Policy for programs involving minors – Last year, in response to the initial campus policy, we established procedures to be used in our school. Campus now has finalized the policy (http://policies.iu.edu/policies/categories/administration-operations/public-safety-institutional-assurance/PS-01.shtml). We will follow the university policy in our operations. Internship coordinators have been notified by a number of sites that they require the student to have their own background check done. Therefore, the school is in the process of setting up a system for the students to have these checks done by certifiedbackground.com. The system should be available to students within the next few weeks.

3. Curriculum – new layers of review have been added to curriculum approval after it leaves the school. This was discussed at Campus Curriculum Committee, and concern was expressed because the process was described as potentially taking as long as 18 months. The CCC requested that a more rapid approval process be implemented. Further information on this will be presented to the AC as information becomes available.

4. Bulletin – A reminder was presented regarding the 2014-2015 bulletin; any changes need to be to Graduate and Undergraduate Studies committees by the end of November. Graduate curriculum can change every year but undergraduate curriculum can only be changed every two years. The rationale for this was not presented, but is available from Dean Gilbert.

5. State legislation regarding Individualized Degree Mapping – All state schools are now required to create “individualized degree maps” for all students in their
degrees/majors at the undergraduate level. The “Degree Map Guidance for Indiana’s Public Colleges and Universities” document from the ICHE provides details. This has implications for the amount of time needed to advise undergraduate students. We are in good shape, because we already have been using degree maps and our advisors meet with students every semester.

IV. Standing Committee Reports
   A. Undergraduate Studies Committee – J. Shimek
      Tab sheet changes have been made in RPTS in the Outdoor Recreation, Parks and Human Ecology major and the Youth Sport Management minor.

V. New Business:
   ➢ K. Grove – moved to approve the grade appeal procedures and form.
   C. Ross – 2nd
      The motion was amended to approve the grade appeal procedures only.
      In favor – unanimous

VI. Announcements
   Next AC Meeting – October 25, 2013; 1:15pm

   J. Shimek – moved to adjourn
I. Approval of Agenda
   K. Grove – Moved to accept agenda with the change of action item being moved forward in the agenda.
   J. Shimek – 2nd
   In favor – unanimous

II. Approval of Meeting Minutes
   S. Feresu – Moved to accept minutes from October 11, 2013
   C. Ross – 2nd
   In favor – 12
   Abstain - 2

III. Chair & Presiding Officer Reports
   A. AC Chair – R. Mowatt
         They separated the policies into areas. They made four recommendations. 1) form a policy committee to establish a template and review all policies; 2) develop a policy for drafting and ordering policies; 3) reformat the 2012-13 policies and submit to policy committee; 4) distribute current policies to appropriate AC committees to review and and determine what needs to be done with them.
         Policies to focus on for this year include: Faculty appointments, especially NTT policies; budgetary affairs; administrative; ombudsperson.
New Business: (Action Items) – Next Steps for Revision of Prioritized SPH & HPER Policy

1. One policy proposal discussed at a meeting; AC group of three work on revision of content by the following meeting; AC votes on revisions and discuss the next policy proposal at the following meeting. Repeat Process.
2. Once all prioritized policies have been discussed and voted on by AC, AC presents the revisions to department for report and review.
3. AC prioritizes a list of SPH & HPER Policy revisions for 2014-15 AC for consideration.
4. AC provides/holds an end-of-year report to faculty.
5. G. Frey – moved to have the current ad hoc policy committee continue with the above stated procedures.
   L Huber -2nd
   In favor – unanimous

B. AC Chair – R. Mowatt (continued)

2. Standing committee chairs are reminded to submit reports for accreditation to Michael Reece by November 1. Rasul will send an email reminder.
3. The special meeting with Marcia Gonzales, Vice-President and General Counsel held before the AC meeting was informative. Marcia seems willing to assist the school in any way. She requested members view the IU compliance website and provide feedback on clarity and articulation of points. http://www.iu.edu/~vpgc/compliance/
4. Tom Gieryn, Vice-Provost for Faculty and Academic Affairs will come to the November 8th meeting. He has been meeting with governance bodies to discuss standards for P&T.
5. At a previous AC meeting, the November 22nd meeting was cancelled. Since that does not fall during the break, AC needs to meet.
6. Faculty members are encouraged to review the Bloomington Faculty Report that contains a civility and ethical conduct statement.

C. Executive Associate Dean – K. Gilbert

1. There is concern with ICHE’s one+3 that would allow students to complete their first year of general education courses in high school then attend college to finish the degree in three years. This may promote an interest in out-of-state students that would spend all four years here.
2. In January, there will be a major fair in Alumni Hall. Kathy will request chairs to provide staffing the SPH table. This event provides an opportunity to introduce students to our major since many of our students are discovery majors.
3. Strategic Planning Committees will be having dialogues with schools to address areas such as why is your program at IU; why should it stay there; how do you market; and how you fit into IUB.

IV. Standing Committee Reports – no reports

V. Announcements

   Next AC meeting: November 8, 2013; 1:15 pm
I. Approval of Agenda for November 8, 2013
   S. Feresu – Moved to accept agenda with addition of Policy on Policies to Information
   C. Ross – 2nd
   In favor – unanimous

II. Approval of Meeting Minutes
   J. Shimek – Moved to accept minutes from October 25, 2013
   K. Grove – 2nd
   In favor – unanimous

III. Chair & Presiding Officer Reports
A. AC Chair – R. Mowatt
   1. AC Standing Committee Chairs will meet on November 19 from 8:30-10:00. They will review the priority and strategy recommendations identified by the standing committees.
   2. A faculty meeting will be held on November 19 from 2:00-3:00 to discuss recommendations based on the school’s evaluation and planning activities. This will be an opportunity to ask questions and understand roles in the accreditation process with regard to priorities, goals, and objectives. AC members should inform their respective department faculty members.

B. Associate Dean for Research and Graduate Studies – M. Reece
• Michael had a discussion with Tom Gieryn about how schools are conceptualizing the process of defining excellence in the promotion and tenure process. Tom will address this today.
• The first full draft of the accreditation self-study is complete, about 8 months before the deadline. It will be online for about six weeks to allow all faculty and staff to review the document.

C. Bloomington Faculty Council – C. Docherty
• The M School was approved. There was discussion about whether faculty would have the option of opting in or out of the school.
• Parking was discussed. The Trustees tabled it until February.
• House Joint Resolution 006 would amend the Indiana Constitution to read “only a marriage between one man and one woman shall be valid or recognized as a marriage in Indiana. A legal status identical or substantially similar to that of marriage for unmarried individuals shall not be valid and recognized.” UFC approved a resolution to oppose the amendment and encouraged individual campus faculties to do the same. BFC created an opposing resolution. They are endorsing a decision to join the Freedom Indiana Coalition, in opposition to these proposals. They are urging other faculty governance bodies at IU to adopt resolutions in support of the two points above. Carrie will find out the time frame for this.

D. Vice Provost for Faculty and Academic Affairs – Tom Gieryn
Tom Gieryn provided a conceptualization of the tenure and promotion process and encouraged the school to think about revisions to our criteria that place more emphasis on definitions of excellence in each of the three areas (research, teaching, service) rather than lists of documents that could be considered. Tom discussed the notion of rank appropriateness in decisions related to tenure and promotion and responded to questions regarding the promotion review process for non-tenure track faculty. Tom thanked the AC and SPH faculty for their hard work in the continuing transition of the school and reaffirmed the IUB administration’s support for the school as it continues to evolve and seek accreditation.

IV. Standing Committee Reports
A. Undergraduate Studies Committee – J. Shimek
• Office for Vice Provost for Undergraduate Education is designing a self-contained website listing all major fields of studies. There is no institutional message about undergraduate education at IU. They want names of representatives from each department to serve as liaisons. Kathy Gilbert will work with the undergraduate coordinators on this.
• Undergraduate Scholars Office for Competitive Awards, Research and Engagement want faculty to help students apply for prestigious scholarship awards. The committee will ask Susan Simmons to work with this.
• There were minor sheet changes removing 200 level courses from the options list.
• They are still working on wording for the bulletin.
IV. **Old Business**
Policy ad hoc committee – K. Grove, J. Shimek
They have created a Policy on Policies including a numbering system to track policies. It might be good to divide the policies by core function as listed in the constitution.
It was recommended to include a subsequent date of review or endorsement with new/revised policies.

V. **New Business:**
Online Certificate in Public Health – M. Reece
The Graduate Studies and Public Health Leadership Committees have endorsed this new online certificate in public health. It is 15 credits, is designed for non-majors and will not fulfill requirements for our majors. The introduction to Applied Epidemiology and Biostatistics is a new course to make the certificate more applied. It will be marketed in the community in collaboration with the Indiana Public Health Association and IU Health.

- K. Grove – Moved to approve the Online Certificate in Public Health
  C. Docherty – 2nd
  In favor - unanimous

  It was suggested to not use the same course numbers as in-class courses. Currently the two have separate section numbers. The course number and title can be changed once it gets through the process.

VI. **Announcements**
Next AC Meeting – November 22, 2013; 1:15 pm

K. Gove moved to adjourn
I. Approval of Agenda for November 22, 2013
   ➢ K. Grove – Moved to accept agenda
     D. Knapp – 2nd
     In favor – unanimous

II. Approval of Meeting Minutes
   ➢ K. Grove – Moved to accept minutes from November 8, 2013
     C. Ross – 2nd
     In favor – 12; Abstain - 1

III. Chair & Presiding Officer Reports
A. AC Chair
   The AC Standing Committee Chairs met to compile information from the committees regarding the evaluation process. They prepared materials to present for the evaluation and planning meeting for faculty and staff that afternoon. At the faculty/staff meeting feedback was solicited about the goals that were established at the beginning of year. The power point presentation will be made available on the SIP.

B. Executive Associate Dean K. Gilbert
   • The Campus Curriculum Committee continues to attempt influencing the process for approval of programs after the leave the schools. It currently takes 8 months to 18 months.
   • The deadline for changes to the bulletin is today. The bulletin gets turned in at the end of the semester.
IV. New Business:

A. SPH-B Resolution Opposing State Amendment – C. Docherty
   Carrie presented a draft of a resolution joining the BFC and UFC in opposing the Indiana House Joint Resolution No 6. Section 38 that define marriage. It was decided to have AC members take this to faculty in their respective departments for input. AC will vote at the next meeting with a ballot vote.

B. Policy on Policies – K. Grove
   Since AC members did not have comments from departments about the policy on policies, the vote will be tabled until the next meeting.

V. Announcements
   Next AC Meeting: Dec 13, 2013; 1:15pm

   C. Docherty - Move to adjourn.
SCHOOL OF PUBLIC HEALTH-BLOOMINGTON
ACADEMIC COUNCIL
Meeting Minutes
December 13, 2013
Approved by Academic Council January 24, 2014

Location: PH C013

Members Present: Chair: Rasul Mowatt (RPTS)
Applied Health Science: Lesa Huber, Jon Macy
Environmental Health: Barbara Hocevar, Lisa Kamendulis, Jo Anna Shimek
Epidemiology/Biostatistics: Zhongxue Chen, Shinga Feresu
Kinesiology: Katie Grove, Margaret Lion (alternate)
Recreation, Park, and Tourism Studies: Doug Knapp

Additional Attendees:
Ex Officio: Executive Associate Dean, Kathy Gilbert
Secretary: Dean’s Staff, Trudy McConnell

I. Approval of Agenda
   ➢ J. Shimek – Moved to accept agenda
     S. Feresu – 2nd
     In favor – unanimous

II. Approval of Meeting Minutes
   ➢ D. Knapp – Moved to accept minutes from November 22, 2013
     K. Grove – 2nd
     In favor – 8; Abstain - 2

III. Chair & Presiding Officer Reports
A. Dean Torabi (24.18)
   • Kathy Bayless holds two titles, Assistant Dean for Student Services and Executive Director of Recreational Sports. Because we can’t justify someone having two titles with CEPH, Dean Torabi has been working with her to select one title. She has elected to be Assistant Dean for Campus Recreational Sports. Before meeting with her regarding the job description, Dean Torabi wanted to get acceptance from AC. The position would focus on three areas: 1) serve as leader of Campus Recreational Sports; 2) provide oversight for facility management; 3) serve as a resource and collaborate with department chairs, unit heads, deans, and academic council to facilitate linkage between programs of Recreational Sports initiatives and research, teaching, and community engagement of the school. AC agreed with this change.
   • All Deans received a directive from the President for each school to provide a contact person for the Office of Vice President for International Studies. The purpose is not to limit academic freedom but to make certain those traveling are protected. Most schools have an Associate Dean for Global and Community Engagement, but since we don’t
have one, Dean Torabi has temporarily assigned Jennifer Pearl to serve as a contact person from our school. He asked AC whether they think we should continue this way or hire an Associate Dean. If hiring someone, there would be two options for hiring: internal or national search. AC is to get back with him on their preference.

- University Budgetary Affairs wants schools to get input from Academic Council when doing budget construction. We are doing this with our Budget and Planning Committee. The budget process is very specific; the Provost’s Office sets the budget hearing date and identifies the specific areas to concentrate on. There is not the flexibility that there used to be.
- The state legislature has stated they will be cutting higher education. As long as our school is productive, resources will not be taken away. We must continue to increase our grants and fund raising.

B. **AC Chair** – R. Mowatt

1. Faculty Research Support Program (FRSP) – The process with Office of the Vice Provost for Research (OVPR) has undergone changes. Rather than submitting proposals directly to OVPR, schools are to review proposals first. Proposals are to be submitted to the department chair who will along with the Dean, select a review committee. Proposals must have been previously submitted and have received feedback.

2. Poster Presentations – The Wells Library will be increasing the charge for printing posters from $10 to $50 in the fall. The Research and Creative Activity; and Teaching and Learning Committees might want to look at poster use in the future and consider options.

C. **Executive Associate Dean** – K. Gilbert

The Campus Curriculum Committee has approved the Graduate Online Certificate in Public Health.

IV. **Standing Committee Reports**

A. **Undergraduate Studies Committee** – J. Shimek

- They have made tab sheet changes.
- The BFC minutes that stated the university would not be having a speaking and listening requirement were incorrect. That would put us out of compliance with the state. The minutes are to be corrected.
- A call for nominees for student government has been made. Nominations can be self-made or by faculty. Students are to be represented on all AC standing committees except for Faculty Grievance. The link for nominations will be sent out.

B. **Graduate Studies Committee** – L. Kamendulis

- The committee is revising the policy regarding enrollment after the Qualifying Examination and Off-Campus Enrollment. AC members need to review the policy and recommend any edits and whether to proceed with the policy. The policy will be voted on at the next AC meeting and if approved, will go to David Daleke, Vice Provost for Graduate Education and Health Sciences.
• Graduate Certificate in Gerontology and Health has been available in the school and is being revised to include only online courses and will now be transcript able. It will also help build our student services.

V. New Business:
   A. SPH Resolution on Same-Sex Marriages feedback from departments: 1) change the word women to woman. 2) remove “in opposition to this proposal”. 3) a faculty member shared concern about IU requesting faculty to support political initiatives when faculty are expected to not do this.

➢ S. Feresu – moved to approve resolution with changes 1 and 2 as stated in the discussion:

   The Academic Council of the School of Public Health joins with the BFC and UFC in:

   1. Opposing the amendment to the State of Indiana Constitution related to House Joint Resolution No 6. Section 38 of House Joint Resolution No 6 states “Only a marriage between one (1) man and one (1) woman shall be valid or recognized as a marriage in Indiana. A legal status identical or substantially similar to that of marriage for unmarried individuals shall not be valid or recognized.”

   2. Supporting the University’s decision to join the Freedom Indiana Coalition.

M. Lion – 2nd
All in favor – unanimous

B. The ad hoc committee has not received feedback from departments so the Policy on Policies will be held until the next meeting.

C. Graduate Certificate in Gerontology and Health

➢ A motion was brought forward from the Graduate Studies Committee to approve the Certificate in Gerontology and Health
In favor – unanimous

VI. Announcements
Next AC Meeting – Jan 24, 2014; 1:15 pm
I. APPROVAL OF AGENDA

II. APPROVAL OF MEETING MINUTES FROM 4/26/13

III. CHAIR & PRESIDING OFFICER REPORTS (5 Minutes Each Lettered Item)
   A. AC Chair
      1. Explanation of Agenda & Reporting Structure at AC Meetings
      2. Changes to AC Meeting Schedule
      3. Standing Committee and AC Alternates Updates
   B. Associate Dean
      1. Explanation and Next Steps for Proposed Policy on Diversity and Inclusion
      2. Standing Committee Goals for 2013-14
   C. Executive Associate Dean
      1. Explanation and Next Steps for Proposing Changes to Promotion & Tenure to meet IU-Bloomington Guidelines
      2. Explanation and Next Steps in Defining Clinical Faculty for SPH-B
      3. Explanation and Next Steps on the Revision of Policy for NTT Promotion Process

IV. STANDING COMMITTEE REPORTS (2 Minutes Each Lettered Item)
   A. Undergraduate Studies Committee
B. Graduate Studies Committee
C. Public Health Leadership Committee
D. Committee on Community Engagement & Workforce Development
E. Committee on Centers & Institutes
F. Committee on Diversity & Inclusion
G. Committee on Budget & Planning
H. Committee on Teaching & Learning
I. Committee on Research & Creative Activity
J. Faculty Grievance Committee
K. Committee on Student Affairs
L. Student Academic Fairness Committee

IV. OLD BUSINESS (5 Minutes Each Lettered Item)

V. NEW BUSINESS (5 Minutes Each Lettered Item)

A. Assistant Dean of Student Services Position Questions and Concerns
B. (Action Item) Policy on Diversity and Inclusion
C. (Action Item) Changes to AC Meeting Schedule:
   1. Nov. 22, 2013 (Cancellation)
   2. Dec. 27, 2013 (Cancellation)

VI. ANNOUNCEMENTS

A. Assistant Dean of Student Service Closing Date Sept. 1, 2013
B. Next AC Meeting – Sept. 13, 2013 1:15pm
School of Public Health – Bloomington
Academic Council First Meeting 2013-14
Approved Agenda – September 13, 2013

2013-14 Academic Council Members and Alternates:
Department of Applied Health Sciences
Lesa Huber (term ends 5/2014); Jon Macy (term ends 5/2015); Laura McClosky (term ends 5/2016)
Department of Environmental Health
Jo Anna Shimek (term ends 5/2014); Barbara Hocevar (term ends EH-2015); Lisa Kamendulis (term ends 5/2016)
Department of Epidemiology and Biostatistics
Zhongxue Chen (term ends 5/2014); Shinga Feresu (term ends 5/2015); Juhua Luo (term ends 5/2016)
Department of Kinesiology
Carrie Docherty (Alt. #1); Margaret Lion (Alt. #2)
Katie Grove (term ends 5/2014); Georgia Frey (term ends 5/2015); Choong Hoon Lim (term ends 5/2016)
Department of Recreation, Park, and Tourism Studies
Craig Ross (term end 5/2015); Doug Knapp (term ends 5/2016)
Chair
Rasul Mowatt (term ends 5/2014)
Ex Officio
Kathleen Gilbert (Executive Associate Dean; Dean’s Office Representative)
Staff
Trudy McConnell (Executive Assistant to the Dean)

I. APPROVAL OF AGENDA
II. APPROVAL OF MEETING MINUTES FROM 4/26/13; Special Meetings: 8/30/13; 9/5/13
III. CHAIR & PRESIDING OFFICER REPORTS (5-15 Minutes Each Lettered Item)
   A. Dean
   B. Bloomington Faculty Council Representative
   C. AC Chair
      1. Standing Committee and AC Alternates Updates
      2. Report from Special Meeting 9/5/13
      3. Meeting with Standing Committee Chairs in September
         • Erin Cooperman, Committee of Community Engagement & Workforce Development
      4. Ad Hoc on Revision of Policy for NTT Promotion Process and Defining Clinical Committees Members
      5. AC Representative Responsibilities
   D. Executive Associate Dean
   E. Coordinator of Online Education
IV. STANDING COMMITTEE REPORTS (2 Minutes Each Lettered Item)
   A. Undergraduate Studies Committee
   B. Graduate Studies Committee
C. Public Health Leadership Committee
D. Committee on Community Engagement & Workforce Development
E. Committee on Centers & Institutes
F. Committee on Diversity & Inclusion
G. Committee on Budget & Planning
H. Committee on Teaching & Learning
I. Committee on Research & Creative Activity
J. Committee on Service
K. Faculty Grievance Committee
L. Committee on Student Affairs
M. Student Academic Fairness Committee

IV. OLD BUSINESS (5 Minutes Each Lettered Item)
V. NEW BUSINESS (5 Minutes Each Lettered Item)
   A. (Action Items) – Diversity and Inclusion Policy
   B. Center for Research for Health Disparities

VI. ANNOUNCEMENTS
   A. Next AC Meeting – Sept. 27, 2013 1:15pm
I. APPROVAL OF AGENDA

II. APPROVAL OF MEETING MINUTES FROM 9/13/13

III. CHAIR & PRESIDING OFFICER REPORTS (5-15 Minutes Each Lettered Item)
   A. AC Chair
      1. Standing Committee and AC Alternates Updates
         • AC Representatives and Alternates serving
      2. Meeting with Standing Committee Chairs on October 2nd
      3. Ad Hoc on Revision of Policy for NTT Promotion Process and Defining Clinical Committees Members
      4. Campus Parking Concerns
      5. Converting or Eliminating old HPER Policies
      6. Budget & Planning Chair for Oct. 11th meeting
   B. Director of Donor and Alumni Relations
      1. Faculty/Staff Donor Campaign
   C. Bloomington Faculty Council Representative
      1. New Media School
   D. Executive Associate Dean

IV. STANDING COMMITTEE REPORTS (2 Minutes Each Lettered Item)
   A. Undergraduate Studies Committee
   B. Graduate Studies Committee
C. Public Health Leadership Committee  
D. Committee on Community Engagement & Workforce Development  
E. Committee on Centers & Institutes  
F. Committee on Diversity & Inclusion  
G. Committee on Budget & Planning  
H. Committee on Teaching & Learning  
I. Committee on Research & Creative Activity  
J. Committee on Service  
K. Faculty Grievance Committee  
L. Committee on Student Affairs  
M. Student Academic Fairness Committee  

IV. OLD BUSINESS (5 Minutes Each Lettered Item)  

V. NEW BUSINESS (5 Minutes Each Lettered Item)  
A. (Action Items) – Proposal to rename the “Center for Minority Health” to the “Center for Research on Health Disparities” (Coming from the Department of Applied Health Sciences via the Committee on Centers & Institutes and Committee on Research & Creative Activity)  

VI. ANNOUNCEMENTS  
A. Next AC Meeting – Oct. 11, 2013 1:15pm
I. APPROVAL OF AGENDA
II. APPROVAL OF MEETING MINUTES FROM 9/27/13
III. CHAIR & PRESIDING OFFICER REPORTS (5-15 Minutes Each Lettered Item)
   A. AC Chair
      1. Report from Standing Committee Chairs Meeting 10/07/13
      2. Review of SPH & HPER Policies throughout 2013-14
      3. Special Meeting with Marcia Gonzales, Vice-President and General
         Counsel PH 125 at noon on Oct. 25, 2013
   B. Executive Associate Dean
IV. STANDING COMMITTEE REPORTS (2 Minutes Each Lettered Item)
   A. Undergraduate Studies Committee
   B. Graduate Studies Committee
   C. Public Health Leadership Committee
   D. Committee on Community Engagement & Workforce Development
   E. Committee on Centers & Institutes
   F. Committee on Diversity & Inclusion
   G. Committee on Budget & Planning
   H. Committee on Teaching & Learning
I. Committee on Research & Creative Activity  
J. Committee on Service  
K. Faculty Grievance Committee  
L. Committee on Student Affairs  
M. Student Academic Fairness Committee  

IV. OLD BUSINESS (5 Minutes Each Lettered Item)  

V. NEW BUSINESS (5 Minutes Each Lettered Item)  
   A. (Action Items) – Grade appeal procedures and form  

VI. ANNOUNCEMENTS  
   A. Next AC Meeting – Oct. 25, 2013 1:15pm
School of Public Health – Bloomington
Academic Council Fourth Meeting 2013-14
Approved Agenda – October 25, 2013

2013-14 Academic Council Members and Alternates:
Department of Applied Health Sciences
Lesa Huber (term ends 5/2014); Jon Macy (term ends 5/2015); Laura McCloskey (term ends 5/2016); Alyce Fly (Alt. #1); Hsien-Chang Lin (Alt. #2)
Department of Environmental Health
Jo Anna Shimek (term ends 5/2014); Barbara Hocevar (term ends 5/2015); Lisa Kamendulis (term ends 5/2016); James Klaunig (Alt. #1)
Department of Epidemiology and Biostatistics
Zhongxue Chen (term ends 5/2014); Shinga Feresu (term ends 5/2015); Juhua Luo (term ends 5/2016); Ahmed Youssefagha (Alt. #1)
Department of Kinesiology; Carrie Docherty (Alt. #1); Margaret Lion (Alt. #2)
Katie Grove (term ends 5/2014); Georgia Frey (term ends 5/2015); Choong Hoon Lim (term ends 5/2016); Carrie Docherty (Alt. #1); Margaret Lion (Alt. #2)
Department of Recreation, Park, and Tourism Studies
Craig Ross (term end 5/2015); Doug Knapp (term ends 5/2016); Joe Chen (Alt. #1); Bill Ramos (Alt. #2)
Chair
Rasul Mowatt (term ends 5/2014)
Ex Officio
Kathleen Gilbert (Executive Associate Dean; Dean’s Office Representative)
Staff
Trudy McConnell (Executive Assistant to the Dean)

I. APPROVAL OF AGENDA
II. APPROVAL OF MEETING MINUTES FROM 10/11/13
III. CHAIR & PRESIDING OFFICER REPORTS (5-15 Minutes Each Lettered Item)
   A. Bloomington Faculty Council Representative
   B. AC Chair
      2. Reminder: Standing Committee Chairs Reports 11/01/13
      3. Re-Cap: Special Meeting with Marcia Gonzales, Vice-President and General Counsel PH 125 at noon on 10/25/2013
      4. Upcoming: Tom Gieryn, Vice-Provost, visit 11/08/13
      5. Upcoming: Return AC Meeting to schedule on 11/22/13
   C. Executive Associate Dean
IV. STANDING COMMITTEE REPORTS (2 Minutes Each Lettered Item)
   A. Undergraduate Studies Committee
   B. Graduate Studies Committee
   C. Public Health Leadership Committee
   D. Committee on Community Engagement & Workforce Development
   E. Committee on Centers & Institutes
F. Committee on Diversity & Inclusion 
G. Committee on Budget & Planning 
H. Committee on Teaching & Learning 
I. Committee on Research & Creative Activity 
J. Committee on Service 
K. Faculty Grievance Committee 
L. Committee on Student Affairs 
M. Student Academic Fairness Committee

IV. OLD BUSINESS (5 Minutes Each Lettered Item)

V. NEW BUSINESS (5 Minutes Each Lettered Item)

A. (Action Items) – Next Steps for Revision of Prioritized SPH & HPER Policy
   1. One policy proposal discussed at a meeting; AC group of three work on revision of content by the following meeting; AC votes on revisions and discuss the next policy proposal at the following meeting. Repeat Process.
   2. Once all prioritized policies have been discussed and voted on by AC, AC presents the revisions to department for report and review.
   3. AC prioritizes a list of SPH & HPER Policy revisions for 2014-15 AC for consideration.
   4. AC provides/holds an end-of-year report to faculty.

VI. ANNOUNCEMENTS

A. Next AC Meeting – Nov. 08, 2013 1:15pm
I. APPROVAL OF AGENDA

II. APPROVAL OF MEETING MINUTES FROM 10/25/13

III. CHAIR & PRESIDING OFFICER REPORTS (5-15 Minutes Each Lettered Item; with exception)

A. AC Chair
   1. Meeting with AC Standing Committee Chairs on Nov. 19th from 8:30-10am
      • The purpose of this meeting will be to review the recommendations from standing committees regarding their prioritized objectives and proposed strategies that were created during the 2013 school evaluation and planning process.
   2. Meeting with SPH Faculty on Nov. 19 from 2-3pm
      • The purpose of this meeting will be to discuss the recommendations resulting from the school’s evaluation and planning activities this fall. Recommendations for priorities for the school, to improve our performance toward our goals and objectives, will be discussed and input from faculty and staff will be solicited.

B. Vice-Provost for Faculty and Academic Affairs, Thomas Gieryn
C. Associate Dean for Research & Graduate Studies
D. Bloomington Faculty Council Representative

IV. STANDING COMMITTEE REPORTS (2 Minutes Each Lettered Item)
   A. Undergraduate Studies Committee
   B. Graduate Studies Committee
   C. Public Health Leadership Committee
   D. Committee on Community Engagement & Workforce Development
   E. Committee on Centers & Institutes
   F. Committee on Diversity & Inclusion
   G. Committee on Budget & Planning
   H. Committee on Teaching & Learning
   I. Committee on Research & Creative Activity
   J. Committee on Service
   K. Faculty Grievance Committee
   L. Committee on Student Affairs
   M. Student Academic Fairness Committee

IV. OLD BUSINESS (5 Minutes Each Lettered Item)
   A. Policy on Policies Information-Ad hoc Committee

V. NEW BUSINESS (5 Minutes Each Lettered Item)
   A. (Action Items) – Online Certificate in Public Health

VI. ANNOUNCEMENTS
   A. Next AC Meeting – Nov. 22, 2013 1:15pm
I. APPROVAL OF AGENDA
II. APPROVAL OF MEETING MINUTES FROM 11/08/13
III. CHAIR & PRESIDING OFFICER REPORTS (5-15 Minutes Each Lettered Item; with exception)
   A. AC Chair
      1. Report from Meeting with AC Standing Committee Chairs and SPH Faculty on Nov. 19th
   B. Executive Associate Dean 
IV. STANDING COMMITTEE REPORTS (2 Minutes Each Lettered Item)
   A. Undergraduate Studies Committee
   B. Graduate Studies Committee
   C. Public Health Leadership Committee
   D. Committee on Community Engagement & Workforce Development 
   E. Committee on Centers & Institutes 
   F. Committee on Diversity & Inclusion
   G. Committee on Budget & Planning
   H. Committee on Teaching & Learning
   I. Committee on Research & Creative Activity
J. Committee on Service  
K. Faculty Grievance Committee  
L. Committee on Student Affairs  
M. Student Academic Fairness Committee  

IV. OLD BUSINESS (5 Minutes Each Lettered Item)  

V. NEW BUSINESS (5 Minutes Each Lettered Item)  
A. (Discussion/Information Items) – Draft of SPH Resolution on Same-Sex Marriages  
B. (Action Item) – Policy of Policies Next Steps  

VI. ANNOUNCEMENTS  
A. Next AC Meeting – Dec. 13, 2013 1:15pm
School of Public Health – Bloomington
Academic Council Seventh Meeting 2013-14
Approved Agenda – December 13, 2013

2013-14 Academic Council Members and Alternates:
Department of Applied Health Sciences
Lesa Huber (term ends 5/2014); Jon Macy (term ends 5/2015); Laura McClosky (term ends 5/2016)
Department of Environmental Health
Jo Anna Shimek (term ends 5/2014); Barbara Hocevar (term ends EH-2015); Lisa Kamendulis (term ends 5/2016)
Department of Epidemiology and Biostatistics
Zhongxue Chen (term ends 5/2014); Shinga Feresu (term ends 5/2015); Juhua Luo (term ends 5/2016)
Department of Kinesiology; Carrie Docherty (Alt. #1); Margaret Lion (Alt. #2)
Katie Grove (term ends 5/2014); Georgia Frey (term ends 5/2015); Choong Hoon Lim (term ends 5/2016)
Department of Recreation, Park, and Tourism Studies
Craig Ross (term end 5/2015); Doug Knapp (term ends 5/2016)
Chair
Rasul Mowatt (term ends 5/2014)
Ex Officio
Kathleen Gilbert (Executive Associate Dean; Dean’s Office Representative)
Staff
Trudy McConnell (Executive Assistant to the Dean)

I. APPROVAL OF AGENDA
II. APPROVAL OF MEETING MINUTES FROM 11/22/13
III. CHAIR & PRESIDING OFFICER REPORTS (5-15 Minutes Each Lettered Item; with exception)
   A. Dean
   B. AC Chair
      1. FRSP Process & Research & Creative Activity Committee
      2. Wells Library and Plotter Printer for Fall 2014 ($50)
   C. Executive Associate Dean
IV. STANDING COMMITTEE REPORTS (2 Minutes Each Lettered Item)
   A. Undergraduate Studies Committee
   B. Graduate Studies Committee
   C. Public Health Leadership Committee
   D. Committee on Community Engagement & Workforce Development
   E. Committee on Centers & Institutes
   F. Committee on Diversity & Inclusion
   G. Committee on Budget & Planning
   H. Committee on Teaching & Learning
   I. Committee on Research & Creative Activity
   J. Committee on Service
K. Faculty Grievance Committee
L. Committee on Student Affairs
M. Student Academic Fairness Committee

IV. OLD BUSINESS (5 Minutes Each Lettered Item)

V. NEW BUSINESS (5 Minutes Each Lettered Item)
   A. (Action Items) – Draft of SPH Resolution on Same-Sex Marriages
   B. (Information Items) – Policy Next Steps?

VI. ANNOUNCEMENTS
   A. Next AC Meeting – Jan. 24, 2014 1:15pm
I. APPROVAL OF AGENDA

II. APPROVAL OF MEETING MINUTES FROM 12/13/13

III. CHAIR & PRESIDING OFFICER REPORTS (5-15 Minutes Each Lettered Item; with exception)
   A. AC Chair
      1. IUB Strategic Plan Meeting Report (Huber, Shimek, Feresu)
      2. SPH-B Student Government Elections 2014-15
      3. Standing Committee Chairs Meeting 01-28-14
   B. Bloomington Faculty Council Report (Docherty)
   C. Executive Associate Dean
      1. Policy exception to continuous PhD Enrollment after Qualifying Examination
   D. Associate Dean
      1. Proposal for the Institute for Research on Addictive Behavior
      2. Update on Accreditation & Timelines
      3. Dual Major: MPH and European Studies

IV. STANDING COMMITTEE REPORTS (2 Minutes Each Lettered Item)
   A. Undergraduate Studies Committee
   B. Graduate Studies Committee
   C. Public Health Leadership Committee
   D. Committee on Community Engagement & Workforce Development
E. Committee on Centers & Institutes
F. Committee on Diversity & Inclusion
G. Committee on Budget & Planning
H. Committee on Teaching & Learning
I. Committee on Research & Creative Activity
J. Committee on Service
K. Faculty Grievance Committee
L. Committee on Student Affairs
M. Student Academic Fairness Committee

IV. OLD BUSINESS (5 Minutes Each Lettered Item)

V. NEW BUSINESS (5 Minutes Each Lettered Item)
   A. (Action Item) – Policy exception to continuous PhD Enrollment after Qualifying Examination
   B. (Action Item) – Dual Major: MPH and European Studies
   C. (Information Item) – Ah Hoc Committee for Third Year Review for NTT Instructional Faculty Committee Composition for Third Year Review
      1. Motion: Both the Department and School levels all third year review and promotion committees for non-tenure track instructional appointments should be comprised of both tenure track faculty and rank eligible faculty in keeping with the 60-40 ratio required by the University.
   D. (Action Item) – Policy Next Steps

VI. ANNOUNCEMENTS
   A. Next AC Meeting – Feb. 14, 2013 1:15pm
I. APPROVAL OF AGENDA

II. APPROVAL OF MEETING MINUTES FROM 1/24/14

III. CHAIR & PRESIDING OFFICER REPORTS (5-15 Minutes Each Lettered Item; with exception)

A. AC Chair
   1. Departments of Environmental Health and Epidemiology & Biostatistics representation on Standing Committees
      • Diversity and Inclusion
      • Community Engagement
   2. Department of Epidemiology & Biostatistics representation on Standing Committees
      • Service
      • Student Affairs
   3. Graduate Studies recommendation
      • Moving the acceptance deadline up to February 1 (due to Graduate School recruitment grants and awards)
   4. Standing Committee Chairs Meeting 02-27-14
   5. Cancellation of Academic Council Meeting 02-28-14 (Mowatt and Knapp are unable to be present)
6. Report and Discussion on Ad Hoc Committee for Third Year Review for NTT Instructional Faculty Committee Composition for Third Year Review.

B. Executive Associate Dean

IV. STANDING COMMITTEE REPORTS (2 Minutes Each Lettered Item)
A. Undergraduate Studies Committee
B. Graduate Studies Committee
   1. (Tabled) – Change to Minor in Public Health
C. Public Health Leadership Committee
D. Committee on Community Engagement & Workforce Development
E. Committee on Centers & Institutes
F. Committee on Diversity & Inclusion
G. Committee on Budget & Planning
H. Committee on Teaching & Learning
I. Committee on Research & Creative Activity
J. Committee on Service
K. Faculty Grievance Committee
L. Committee on Student Affairs
M. Student Academic Fairness Committee

IV. OLD BUSINESS (5 Minutes Each Lettered Item)

V. NEW BUSINESS (5 Minutes Each Lettered Item)
A. (Action Item) – Ah Hoc Committee for Third Year Review for NTT Instructional Faculty Committee Composition for Third Year Review
   1. Motion: Both the Department and School levels all third year review and promotion committees for non-tenure track instructional appointments should be comprised of both tenure track faculty and rank eligible faculty in keeping with the 60-40 ratio required by the University.
B. (Action Item) – Change to PhD Continuous Enrollment
C. (Action Item) – Change to Doctoral Minor Gerontology
D. (Information Item) – Lesa Huber – SPH Online Programs: MyPublicHealthDirect
E. (Information Item) – Policy Next Steps

VI. ANNOUNCEMENTS
A. Next AC Meeting – Mar. 14, 2014 1:15pm
I. APPROVAL OF AGENDA
II. APPROVAL OF MEETING MINUTES FROM 2/14/14
III. CHAIR & PRESIDING OFFICER REPORTS (5-15 Minutes Each Lettered Item; with exception)
   A. AC Chair
      1. Departments of Environmental Health and Epidemiology & Biostatistics representation on Standing Committees
         • Diversity and Inclusion
         • Community Engagement
      2. Department of Epidemiology & Biostatistics representation on Standing Committees
         • Service
         • Student Affairs
      3. Assistant/Associate Dean for Global and Community Engagement
      4. Standing Committee Chairs Meeting 03-27-14 9:00am
      5. Report on Feedback to Bloomington Faculty Council Faculty Affairs Committee on proposed P&T Revisions
   B. Executive Associate Dean
1. Report on Criteria Drafts on P&T from working groups of the Three AC Standing Committees (Research & Creative Activity, Teaching & Learning, and Service)

IV. STANDING COMMITTEE REPORTS (2 Minutes Each Lettered Item)
   A. Undergraduate Studies Committee
   B. Graduate Studies Committee
   C. Public Health Leadership Committee
   D. Committee on Community Engagement & Workforce Development
   E. Committee on Centers & Institutes
   F. Committee on Diversity & Inclusion
   G. Committee on Budget & Planning
   H. Committee on Teaching & Learning
   I. Committee on Research & Creative Activity
   J. Committee on Service
   K. Faculty Grievance Committee
   L. Committee on Student Affairs
   M. Student Academic Fairness Committee

IV. OLD BUSINESS (5 Minutes Each Lettered Item)

V. NEW BUSINESS (5 Minutes Each Lettered Item)
   A. (Action Item)
   B. (Information Item) – Policy Next Steps

VI. ANNOUNCEMENTS
   A. Next AC Meeting – Mar. 28, 2014 1:15pm
I. APPROVAL OF AGENDA

II. APPROVAL OF MEETING MINUTES FROM 3/14/14

III. CHAIR & PRESIDING OFFICER REPORTS (5-15 Minutes Each Lettered Item; with exception)
   A. AC Chair
      1. Departments of Environmental Health representation on Standing Committees
      2. Diversity and Inclusion
      3. Community Engagement
      4. Standing Committee Chairs Report (3-27-14 9:00am)
      5. AC Chair 2014-15 Nominations
      6. Summer AC Proposal
   B. Executive Associate Dean
      1. Report on Criteria Drafts on P&T from working groups of the Three AC Standing Committees (Research & Creative Activity, Teaching & Learning, and Service)

IV. STANDING COMMITTEE REPORTS (2 Minutes Each Lettered Item)
   A. Undergraduate Studies Committee
   B. Graduate Studies Committee
   C. Public Health Leadership Committee
D. Committee on Community Engagement & Workforce Development
E. Committee on Centers & Institutes
F. Committee on Diversity & Inclusion
G. Committee on Budget & Planning
H. Committee on Teaching & Learning
I. Committee on Research & Creative Activity
J. Committee on Service
K. Faculty Grievance Committee
L. Committee on Student Affairs
M. Student Academic Fairness Committee

IV. OLD BUSINESS (5 Minutes Each Lettered Item)

V. NEW BUSINESS (5 Minutes Each Lettered Item)
   A. (Action Item)
   B. (Information Item) – Policy Next Steps

VI. ANNOUNCEMENTS
   A. Next AC Meeting – Apr. 11, 2014 1:15pm
I. APPROVAL OF AGENDA

II. APPROVAL OF MEETING MINUTES FROM 3/28/14

III. CHAIR & PRESIDING OFFICER REPORTS (5-15 Minutes Each Lettered Item; with exception)
   A. AC Chair
      1. Standing Committee Chairs Meeting (4-24-14 9:30am)
      2. AC Chair 2014-15 Nominations Report
      3. AC Department Representation 2014-15 Report
      4. Summer Faculty Governance Proposal Discussion
   B. Executive Associate Dean
      1. Report & Qualtrics Survey on Criteria Drafts on P&T

IV. STANDING COMMITTEE REPORTS (2 Minutes Each Lettered Item)
   A. Undergraduate Studies Committee
   B. Graduate Studies Committee
   C. Public Health Leadership Committee
   D. Committee on Community Engagement & Workforce Development
   E. Committee on Centers & Institutes
   F. Committee on Diversity & Inclusion
   G. Committee on Budget & Planning
   H. Committee on Teaching & Learning
I. Committee on Research & Creative Activity
J. Committee on Service
K. Faculty Grievance Committee
L. Committee on Student Affairs
M. Student Academic Fairness Committee

IV. OLD BUSINESS (5 Minutes Each Lettered Item)

V. NEW BUSINESS (5 Minutes Each Lettered Item)
   A. (Action Item) – Ad Hoc Committee – Summer Faculty Governance
   B. (Information Item) – Policy Next Steps

VI. ANNOUNCEMENTS
   A. Next AC Meeting – Apr. 25, 2014 1:15pm (Lesa, Craig, JoAnna, Zhongxue, Katie, Rasul’s last meeting)