Members Present: Facilitator – J. Raglin
Bob Billingham, David Lohrmann, Michael Reece, Sarah Young, Joanne Klossner, Shu Cole, Jerry Wilkerson, Lynn Jamieson, Liz Shea

1. Approval of Agenda
   B. Billingham- motioned
   S. Young – 2nd
   All in Favor – Unanimous

2. Approval of Minutes from March 26, 2010
   B. Billingham – motioned
   M. Reece- 2nd
   All in Favor – Unanimous

3. Standing Committee Reports

   A. Undergraduate Studies Committee: No Report (no meeting held since last AC meeting)

   B. Graduate Studies Committee: No Report (no meeting held since last AC meeting)

   C. Budgetary Affairs Committee: L Shea, L. Jamieson
      - $250,000 to be spent on the strategic plan and members of the BAC have been charged with going to their faculty at faculty meetings for input
      - A workshop will be held to look at the strategic plan and for making allocations.
      - Budget related; requesting information as to how budgets have been allocated to our current organizational structure and compare that to the new structure.
      - Asking AC to suggest other materials faculty would like to see with respect to the budget or in what form it should be reported; anything the Council would recommend.
      - BAC will be meeting again on April 12th.

4. New Business

   A. Academic Appointments Policy: J. Wilkerson
      - Met with Tom Gieryn, Vice Provost, who shared with her the University-wide approval to uniformly create probationary policy for all academic appointments. All academic appointments, including Clinical and Academic Specialists, on 6 year probationary
schedule and then move up to long-term employment or employment terminated at 7th year; reappointment on yearly basis.

- School needs adhoc committee to revisit current policy in place and work on expectations for Academic Specialists; different throughout the HPER departments, no current procedures in place. For this year, only require annual review.
- Develop checklist of things common to Academic Specialist positions and other things to be checked-off for annual review with supervisor
- Subcommittee will be created once department chairs have submitted Academic Specialist job descriptions and assessment items for consideration.

B. Plan for review and vote on the Dean’s Report to the Board of Trustees on transitioning HPER to a School of Public Health: J. Raglin

- J. Raglin asked for discussion and clarification of Dean’s Report by AC Committee; reminded Committee this is a “working” document. AHS Department has met to discuss document, other departments have meeting scheduled.
- Dean’s scheduled time-line seems reasonable due to majority of report being comprised of materials that are not new to faculty.
- Each new department will determine their own department name by faculty vote within the department. D. Lohrmann expressed concern regarding clarity of wording on page 4 of report and asked that it be changed to: “Once we have completed the process of vetting the report, members of the new departments will determine the name of their departments based on corresponding departmental functions and operations.”
- D. Lohrmann informed AC of AHS meeting to review the Ph.D. degree issue; departmental faculty voted unanimously to maintain the Ph.D. in Health Behavior degree and asked for new wording of page 5 of the Dean’s Report to be changed to: “The School of Public Health maintains all existing degree programs and, to accommodate accreditation requirements for Schools of Public Health will add: 1) four new concentrations to the existing Master of Public Health degree in social behavioral and community health—public health administration, environmental health, biostatistics and epidemiology; and 2) a new Doctor of Philosophy in Public Health degree with options in social and behavioral science, environmental health science, and epidemiology.
- It was the consensus of AC that specific issues need to be addressed now and voted on separately in each department and then work on other substantive changes. To be addressed now for separate faculty vote in each department are the following three issues: 1) name of school, 2) structure, and 3) degrees; after which the Dean will be notified of the proposed changes and that the report is ready for vote.

Meeting Adjourned – 2:30 p.m.