SCHOOL OF HEALTH, PHYSICAL EDUCATION, AND RECREATION  
ACADEMIC COUNCIL  
Meeting Minutes  
October 28, 2011  
Location: HPER C013

These minutes were approved by Academic Council on November 11, 2011.

Members Present: Chair: Michael Reece (AHS)  
Kinesiology: Katie Grove, Choonghoon Lim  
Environmental Health: Barbara Hocevar, Lisa Kamendulis, Jo Anna Shimek  
Applied Health Science: Lesa Huber, Maresa Murray  
Recreation, Park, and Tourism Studies: Rasul Mowatt, Sarah Young, Lynn Jamieson

Additional Attendees:  
Catherine Sherwood-Laughlin, Chair-Public Health Leadership Team  
Trudy McConnell, Recorder

1. Approval of Agenda  
   K. Grove – Moved to accept agenda  
   L. Huber – 2nd  
   All in Favor – Unanimous

2. Approval of Meeting Minutes from 9/23/2011  
   K. Grove – Moved to accept minutes  
   B. Hocevar – 2nd  
   All in Favor – Unanimous

3. Standing Committees, Taskforces, and Other Reports  
   A. Undergraduate Studies Committee – K. Gilbert, M. Murray  
      ➢ New Minor, Global Health Promotion-Revised Version, Dept. of Applied Health Science  
         M. Murray - Move to take off table  
         K. Grove – 2nd  
         All in Favor - Unanimous

Motion from Undergraduate Studies Committee to approve undergraduate minor in Global Health Promotion. Contingent upon final approvals of one course title change included in the minor (H 319) to be called “global health promotion.” Also recommended is to remove all asterisks from course requirement listing.

   K. Grove – 2nd  
   All in Favor – Unanimous
Major Title Change, Outdoor Rec & Resource Mgmt., Dept. of Recreation, Park, and Tourism Studies
L. Jamieson – Move to take off table
M. Murray – 2nd
All in favor – unanimous

Motion brought from Undergraduate Studies to approve title change from Outdoor Recreation and Resource Management to Outdoor Recreation, Parks, and Human Ecology
L. Jamieson – 2nd

Discussed rationale. It was recommended that in the future, AC focus on the components of documents related to the motion that will be officially placed in the bulletin rather than language on documents that are used only for internal purposes (e.g., the rationale statement). Given the school’s transition, changes to curricula such as this present an opportunity for us to continue exploring more effective collaboration between the departments.

L. Jamieson - Moved to vote with understanding that RPTS and Environmental Health will work together to rewrite rationale, will continue discussions regarding collaborative opportunities that exist, and will further identify terminologies by which the two departments define their roles.

All in favor – unanimous

B. Graduate Studies Committee – K. Gilbert, L. Jamieson
Motion brought from Graduate Studies: New Major in Park and Public Lands Management, Dept. of Recreation, Park, and Tourism Studies
K. Grove – 2nd
All in favor – unanimous

C. Budgetary Affairs Committee – L. Jamieson
First meeting covered an orientation to the roles and function of the BAC. Discussed agenda for the year that will focus on having a closer alignment of budgetary process, articulating procedures and revising guidelines documents that will address how recommendations can be made, and exploring long range funding expectations for individual departments. A report from last year is forthcoming.

D. Research Council – M. Reece reporting for C. Docherty
Clarified the status of Research Council: RC is a task force of AC to be renewed annually until the constitution is rewritten and RC is established as a standing committee of AC given our vote to the same at the October 14 meeting. RC has been asked to prepare a new guidance document that describes their new structure, rearticulates their authority, and describes
typical functions of the RC. RC has been asked bring a proposed guiding document to AC in time for it to be approved before faculty elections for the 2012 academic year. RC is working with Kathy Gilbert, Craig Ross, Susan McCammon and Tom Gieryn regarding the university’s direction related to evidence to be included within dossiers given the request for more limited dossiers and the university’s plans for electronic dossier submission.

E. Bloomington Faculty Council Representative Report – M. Reece for S. Cole
Shu wanted to remind AC to review the BFC minutes when made available to faculty and to consult with her should questions or concerns arise. Michael pointed out to the AC the actions of BFC subsequent to our request that they find a solution to the IRB challenges being faced by faculty and students.

F. Public Health Leadership Team – Catherine Sherwood-Laughlin
- Approved meeting minutes and agendas are on SIP.

Priority areas:
- Main priority is to remain in full compliance with our current CEPH accreditation as we transition and add concentrations or otherwise expand our public health activities that are covered under policies of CEPH.
- Working to continue engaging faculty across the school in MPH concentrations.
- Annual report will be submitted to CEPH on Dec 15 however this report will only cover the behavioral, social and community health concentration in the Dept. of Applied Health Science given that the report is for the 2010-2011 academic year.
- Working groups are being established consistent with the manner in which HPER described to CEPH the school-wide management of the MPH program. A description of these working groups and sign-up sheets were distributed to all core and supporting faculty and have further been discussed within departments.
- Working with concentration coordinators and their faculty to make sure the concentrations are coordinated in a seamless manner. Recruiting faculty and students remains a priority.
- Working with department on development of new MPH concentrations.

Challenges that need support and help from AC:
- Michael and Catherine, in collaboration with Kathy Gilbert, are developing a checklist for departments and faculty that articulate the steps and other considerations necessary as a new MPH concentration is being considered or developed.

Meeting updates:
- Members were added to committee for a total of 18.
- Priority activities include the development of the MPH comprehensive written exam that is administered across the concentrations.
Public Health Community Advisory Board met with about 25 in attendance. Minutes will be posted on SIP. Recommendations will be brought to AC.

4. Old Business

A. Proposed ‘Bylaws’ of Public Health Leadership Team
   R. Mowatt – Moved to move to new business
   L. Huber – 2nd
   All in favor – unanimous

   K. Grove - Moved to approve bylaws
   M. Murray – 2nd
   All in favor – unanimous

B. Proposal to Expand Membership of Graduate Studies Program – K. Gilbert
   L. Jamieson – Moved to take off table
   R. Mowatt – 2nd
   All in favor – unanimous

   MPH degree does not reside in a department, but instead sits in the school. This creates issues with scheduling of classes and coordination across departments. Grad Studies is recommending a representative from Public Health Leadership Team sit on Graduate studies. The position would be determined annually, would move among programs, and would be an ex officio non-voting member. This person would present the MPH program’s perspective and not their individual department.

   L. Jamieson – Moved to expand the membership of the Graduate Studies Committee to include an ex officio, non-voting member from the Public Health Leadership Team or CEPH Self-study Team (once it has been constituted). This position would continue until the School of Public Health accreditation has been attained.
   L. Huber – 2nd
   All in favor - unanimous

C. Subcommittee to Develop Procedures for Review of Candidates for Full Professor
   - AC discussed whether this subcommittee would include all full professors or whether it would remain as AC voted to establish it with one full professor representative from each department to ensure equal representation. AC agreed that while it would be appropriate to request input from all full professors, it also should include input from other voting eligible individuals within the school. However, the recommendation to come forward to AC should be from the subcommittee that was established with one full professor from each department.
   - The meeting being organized by the full professors to discuss issues in the school has become common knowledge within the school, resulting in emails being submitted to
AC members about the appropriateness of such meetings that exclude others and that are not public. AC had a discussion about the authority of any particular group of faculty within the school.

Responding comments:

- Questions regarding how meetings are to be and called is covered in the academic handbook and academic policy manual.
- When voting, all voting-eligible members have equal votes. No particular group of voting faculty have any more authority to make policy decisions than others.
- Academic Council is the established elected governing body of the school. Others may make recommendations through their AC representative.
- One job of full professors is to help facilitate those who are junior to them to move into the full ranks.

The response of the AC was to request that the Dean be made aware that faculty have concerns about the manner in which this issue has been managed by the school. AC wants to make clear that faculty can meet but AC is going to follow established procedures.

E. Point of order - extended time of meeting.

F. Executive Session to Discuss Personnel Matter

M. Reece-Moved to go into executive session for the remainder of the meeting.
M. Murray- 2nd

Executive session held and a staff member of the Dean’s office (AC Recorder) was excused.

Action Taken: The Academic Council voted unanimously to have the AC Chair send a letter to Provost Hanson. The purpose of this letter is to document to the Provost the AC’s perception that having an Interim Dean for the time specified publicly by both the Provost and the President (until after the successful transition of HPER and its accreditation as a school of public health—a period of approximately 3 – 4 years) is not in the best interest of the School of HPER. The letter will request that the Provost consider appointing Dr. Torabi as Dean for this period (through the school’s transition) given that faculty have already been informed that he will remain as the school’s Presiding Officer for this period of time.

K. Grove – Moved to adjourn
L. Jamieson – 2nd

Meeting adjourned.