SCHOOL OF HEALTH, PHYSICAL EDUCATION, AND RECREATION
ACADEMIC COUNCIL
Meeting Minutes
March 9, 2012
Approved by Academic Council March 23, 2012

Location: HPER C013
Members Present: Chair: Sarah Young (RPTS)
Applied Health Science: Lesa Huber, Maresa Murray, Dong-Chul Seo
Environmental Health: Barbara Hocevar, Lisa Kamendulis, Jo Anna Shimek
Kinesiology: Katie Grove, Joel Stager, Shinga Feresu (Alternate)
Recreation, Park, and Tourism Studies: Rasul Mowatt, Marieke Van Puymbroeck

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

1. Approval of Agenda
   J. Shimek – Moved to accept agenda
   M. Van Puymbroeck – 2nd
   In favor – Unanimous

2. Approval of Meeting Minutes from February 24, 2012
   R. Mowatt – Moved to accept minutes
   M. Shimek – 2nd
   In favor – Unanimous

3. Standing Committee Reports
   A. Undergraduate Studies Committee - M. Murray
   Each department is deciding how to manage the T150 course. Applied Health is moving forward
   with the course as either a T or a C. The other two departments that offer undergraduate courses
   will need to decide how they will handle the course requirement. They may come up with courses
   that address the five core content areas and contextualize the core areas in relation to the focus of
   the department. If yes, departments must decide whether to count courses from other
   departments if their students have taken the public health course from other departments.

   Pending the governor’s signature, a bill will be approved that restricts undergraduate degrees at
   Indiana state institutions to 120 credits unless individual program justification is approved. This
   gives the Commission on Higher Education the right to approve or disapprove or remove any
   degree program at any state university at their discretion.

   B. Graduate Studies Committee - no report
C. Budgetary Affairs committee – L. Huber

BAC is reviewing graduate student support across the school. Graduate students are currently being supported differently among the departments. BAC will be working with the Graduate Student Committee to collect data about their current support. Graduate students have not had a raise in four years. As we become a school of public health, it is important to provide a more equitable support.

Kathy Gilbert recommended that chairs be engaged in the discussions.

D. Bloomington Faculty Council – no report

E. Public Health Leadership Task Force – no report

F. Research Council – no report

G. Update from Executive Associate Dean – K. Gilbert

A draft of Promotion and Tenure guidelines was discussed. The draft dated 3/2/12 has clarifying language regarding recusal and absentee balloting.

If the number of faculty who are rank eligible is fewer than three, the system of recruiting people from sibling departments or programs to serve on the committee for the year is acceptable.

Sarah Young announced that a special AC meeting will be held on April 6 from 1:15-2:30 in room C013. Tom Gieryn will come to talk about P&T procedures and answer any questions. Sarah suggested that Joel communicate specifically with the ad hoc committee and encourage them to attend. This will be our best opportunity to hear from Tom about what our guidelines need to look like. If anyone has comments or information regarding the draft, Tom would like to be able to review them a few days before the meeting.

4. Action Items

A. SPH Constitution – K. Grove

The constitution draft discussion generated the following comments and changes:

- Issues that should be noted or discussed within departments include 1) lecturers voting; 2) meetings covered by Roberts Rules of Order; 3) make up of AC-both membership and quorum.
- The subcommittee recommends using Qualtrics for the constitution and bylaws feedback. All faculty would be emailed on March 19th with the Qualtrics link. This would provide time for feedback and would provide areas for focus at the special faculty meeting on April 6. After this meeting, the vote must be taken within 30 days.
- In order to align with the CEPH requirements, the previous mission statement was replaced with the one that was crafted by the Public Health Leadership Task Force. Feedback is being received through March 18 so there could be some revisions.
- A system needs to be in place to maintain the 60/40 tenure track ratio. One possibility would be to include something in the bylaws such as 2 seats for tenure track only and one seat open.
Constitution Article VII. G. - “The chairperson may serve an unlimited number of terms” will be changed to “The chairperson position will rotate among the departments.”

The term of the chair and members commences at the last meeting of the spring term. Veterans and newly elected members should be encouraged to attend this meeting.

Motion to make the SPH Constitution draft into a provisional constitutional document to be shared with the entire faculty of the school to invite feedback.

M. Van Puymbroeck – moved
M. Murray - 2nd
In favor - unanimous

The bylaws draft discussion generated the following comments and changes.

- Article 3. Section 2 Operating Guidelines of AC. Add what constitutes a quorum at AC.
- Duties of AC Chairperson - add 5) serve as a liaison between faculty and administration.
- Add section on member duties.
  - Attend meetings
  - Gather feedback from departments and provide summaries for representative faculties
  - Serve on ad hoc and standing committees
- Add section of procedures to remove AC chair and address member attendance.
- Article 6. Committees. Budgetary Affairs. Add that the chair is appointed at first AC meeting in the fall. The person could be either an AC member or alternate from current year.
- Add more membership details for Budgetary Affairs, Graduate Studies, and Undergraduate Studies.
- Discuss in departments whether Research Council will continue to have members elected or whether members will be appointed by the chairs like other committees.
- Change Grievance Committee name to Faculty Grievance/Academic Fairness Committee.

Motion to make the SPH Bylaws draft into provisional bylaws document with the understanding that changes will be made based on the AC discussion and the updated document will be shared with the entire faculty of the school to invite feedback.

M. Van Puymbroeck - moved
L. Huber – 2nd
In favor – unanimous

A Special Faculty Meeting for all faculty to discuss the constitution will be held on April 6, 11:00-12:30 in Mobley Auditorium. A read through will begin at 11:00.

B. Distinguished Service Award Draft – S. Young

A first draft of the award criteria is available. Members need to discuss this with their departments and bring back feedback. A vote will be held at the April 13 meeting.

M. Van Puymbroeck moved to adjourn.