Attendance:
Chair: Jon Macy, Applied Health Science
Department of Applied Health Science
Cecilia Obeng; Debby Herbenick; Nancy Ellis
Department of Environmental Health
Lisa Kamendulis; Khalid Khan; JoAnna Shimek
Department of Epidemiology and Biostatistics
Juhua Luo; Aurelian Bidulescu; Aaron Sayegh
Department of Kinesiology;
Jack Raglin; Carol Kennedy-Armbruster; Antonio Williams (1:20 arrival)
Department of Recreation, Park, and Tourism Studies
Sarah Young; Brandon Howell
Ex Officio
Shawn Gibbs (Executive Associate Dean; Dean’s Office Representative)
Staff
Monica Lee
Others Attending: Lynn Jamieson (1:25 arrival; 1:33 departure)

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<thead>
<tr>
<th>Item #</th>
<th>Agenda Item</th>
<th>Action</th>
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<tr>
<td>1:15</td>
<td>Quorum met; meeting called to order</td>
<td>1:16pm Motion passed Unanimous (13 voting)</td>
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<tr>
<td>I.</td>
<td>Approval of Agenda for October 2, 2015 S. Young moved to approve; K. Khan 2nd</td>
<td>1:19pm Motion passed 9-0-4</td>
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<td>II.</td>
<td>Approval of Minutes from September 18, 2015 C. Obeng moved to approve; N. Ellis 2nd</td>
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<td>III.</td>
<td>Announcements: Jon will be attending a BFC sponsored meeting on the future of shared governance. One agenda item will be to confirm that units are communicating information to/from BFC.</td>
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<td>IV.</td>
<td>AC Chair – no report</td>
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<td></td>
<td>BFC Report – L. Jamieson A policy regarding post-tenure review, faculty misconduct and faculty development is being proposed. Lynn will send the proposal to faculty and encourages everyone to review it.</td>
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<td></td>
<td>Executive Associate Dean – S. Gibbs  • The tenure and promotion and process is proceeding with a push to meet timelines.  • The Undergraduate Studies Deans met. The University Division is in the process of being renamed.  • A request will be coming for the discontinuation of the Sport Communication major for both print and broadcast</td>
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Arrangements are being made to take care of the current students.

**Undergraduate Studies Committee** – J. Shimek

Minor curricular changes were approved for the recreational therapy tab sheet; and the tourism, hospitality and event management tab sheet in RPTS.

Undergraduate Studies brings forth a motion to discontinue the Recreational Sport Management Major in the Recreation, Park, and Tourism Studies Department. Upon approval from AC, a letter will be sent to the Vice Provost for Undergraduate Education.

1:35pm Motion passed Unanimous (14 voting)

**Graduate Studies Committee** – no report

V. Old Business

**Revisions to SPH-B Constitution and Bylaws** – J. Macy

Proposed changes to the constitution were presented for discussion. The proposed bylaws revisions will be presented at the next meeting. The plan will be to have both documents ready for a full faculty vote in January.

**Policy Organization on SPH-B Website** – no report

**Best Practices for Faculty Hiring** – Sarah, Khalid and Maresa met with Margi Lockhart and have drafted a document. It is ready to be sent to all faculty for review and feedback. Trudy will send to faculty with feedback being sent to Sarah, Khalid or Maresa by the November 6th meeting.

Document is to be sent to all faculty for review and feedback.

**SPH-B CREM Policy Document** – J. Macy

Jon will contact Doug Knapp to get the document updates that he worked on over the summer. It will be on the October 16 agenda.

**Review of Graduate Assistantships** – C. Kennedy-Armbruster, L. Kamendulis

This is on the Graduate Studies agenda and will be discussed at the next meeting.

2:18pm J. Raglin moved to adjourn.