### School of Public Health–Bloomington

#### Academic Council Fifth Meeting 2015-16; November 6, 2015

**Minutes**

*Approved by Academic Council November 20, 2015*

#### Attendance:
- **Chair:** Jon Macy, Applied Health Science
- **Department of Applied Health Science**
  - Cecilia Obeng; Debby Herbenick; Maresa Murray
- **Department of Environmental Health**
  - Lisa Kamendulis; Khalid Khan; JoAnna Shimek
- **Department of Epidemiology and Biostatistics**
  - Juhua Luo; Bobby Reiner; Ming Li
- **Department of Kinesiology**
  - Jack Raglin (1:21pm arrival); Carol Kennedy-Armbruster; Antonio Williams (1:22pm arrival)
- **Department of Recreation, Park, and Tourism Studies**
  - Joe Chen (1:20pm arrival); Sarah Young
- **Ex Officio**
  - John Schrader (Assistant Dean for Student Affairs; Dean’s Office Representative) (1:24pm arrival)
- **Staff**
  - Monica Lee (Administrative Coordinator)

#### Item # | Agenda Item | Action
---|---|---
1:21pm | Quorum met; meeting called to order |  
**I.** | **Approval of Agenda** for November 6, 2015 | 1:31pm Motion passed- 
S. Young moved to approve; C. Kennedy-Armbruster 2nd 
Unanimous (14 voting)

**II.** | **Approval of Minutes** October 16, 2015 | 1:34pm Motion passed- 
M. Murray moved to approve; S. Young 2nd 
10-0-4

#### IV. Committee and Other Reports

**AC. Chair – J. Macy**

**Strategy Planning Process**

A blueprint for strategy planning document has been 
drafted. Rather than hire an external consultant to create 
a strategic plan, five external content experts will be 
brought in to work with department chairs and standing 
committee chairs to identify strategies to move forward 
toward the SPH goals, the University Bicentennial 
Strategic Plan, and the Big Bold ideas identified by the 
Vision Committee. This is to become a faculty driven 
process with the work beginning within the departments.

**BFC Report – M. Murray**

A task force was 
established to address
Maresa highly recommended people read the transcript of the November 3rd meeting regarding the NTT discussion (item 7) located on the BFC website. At the meeting, the term specialized faculty was being used instead of NTT to identify clinical faculty, research scientists, adjunct professors, visiting professors, and post docs. This term has not been voted on. A BFC subcommittee drafted the document and is addressing this issue. Those who are interested in getting involved might inquire about joining the subcommittee. An AC taskforce was formed to address this issue.

### Dean’s Office – J. Schrader
- The deadline for general education course approval is approaching.
- Graduate studies has not written the language for the changes in the doctoral exams. They are awaiting for AC to approve the changes first.
- Forms are being changed for qualifying exams regarding passing.

### Undergraduate Studies – No report

### Graduate Studies – L. Kamendulis
A motion comes from Graduate Studies to change the doctoral qualifying exam. Option one will be eliminated and the alternate format will be adopted as the standard format.

1:55pm Motion passed- Unanimous (14 voting)

### V. Old Business

#### By-laws revisions – L. Kamendulis
Changes to the bylaws were presented and discussed. It was agreed to change membership to two members from each department with a two year term One alternate will be elected with a one year term. Quorum will change to 50% plus one of the required two members of each department with a minimum of one member present from each department. Lisa will update the changes and present the document at the next meeting.

#### Best Practices for Faculty Hiring – M. Murray
The subcommittee solicited comments from faculty, but have received none. They will present an updated draft in December.

#### SPH-B CREM Policy – J. Raglin
The school document is quite complicated. The subcommittee has edited it and are waiting to review it with Dean Gibbs.
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<thead>
<tr>
<th>Review of Graduate Assistantships</th>
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<td>The Graduate Studies and the Budget and Planning committees are discussing this. A report should be coming soon.</td>
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<th>VI. New Business</th>
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<td><strong>Selection of AC member to attend BFC Meetings</strong></td>
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<td>AC members were to have reviewed the BFC document B38-2015 regarding the structure of policy committees. SPH is in compliance with all items except G: “ensuring that at least one faculty member of every school policy committee shall participate in all BFC meetings, either as an elected member of BFC or as an observer (with speaking privileges.” After discussion, it was agreed that we should have this representative. JoAnna Shimek was elected to serve in this role for the remainder of the 2015-16 academic year.</td>
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| 2:23pm | JoAnna Shimek was unanimously elected as the AC representative to BFC. |

| 2:26pm | C. Kennedy-Armbruster moved to adjourn. |