

Faculty Council
College of Public Health and Health Professions
July 23, 2008, 3:00–4:00 P.M.
Dean's Conference Room, 4102

APPROVED 9/3/08

Council members in attendance: Dr. Ron Rozensky, Dr. Joanne Foss, Dr. Mary Ellen Young, Dr. Terese Chmielewski, Dr. Babette Brumback, Dr. Jeff Harman, Ms. Sara Plager, Ms. Emily Pugh, Ms. Michele Rollen

Dr. Rozensky called the meeting to order at 3:05 P.M.

Minutes

1. Introduction of Council Members

Council members introduced themselves and the departments they represent.

2. Discussion of “rules of order” for conducting meeting

- a. Dr. Rozensky introduced a draft set of rules of order for conducting the Council meetings.
- b. Ms. Pugh moved the adoption of the rules as presented.
- c. Dr. Harman noted a preference for consensus of Council when possible rather than using rigid rules. Dr. Rozensky recommended that the Council use consensus for motions when possible but adopt rules of order to provide structure should contentious items be brought to the floor of Council.
 - i. MOTION TO ADOPT RULES PASSED UNANIMOUSLY.
Rules are appended to the minutes.

3. Review PPHP Constitution

- a. Council reviewed roles and responsibilities of Council members. Council agreed by consensus that, per the PPHP Constitution, only elected members of Council can vote. Should a Council member not be able to attend a Council meeting, a proxy can attend in their stead, but can only speak if recognized by the Chair, per the Constitution, as would any member of the general faculty. Again, they would have no voting rights on Council per the Constitution and Sunshine rules.
- b. Dr. Rozensky pointed out that the Constitution was not clear on how to select the members of the Teaching Excellence Committee; it is not specified either by appointment or election. Dr. Foss noted that historically, the Teaching Excellence Committee has been an appointed committee.
 - i. By consensus the Council agreed to seek clarification of the process for selection of the Teaching Excellence Committee and ask the Dean to seek a clarifying amend to the Constitution for that process.

ii. Dr. Foss made a motion that, in the meantime, in order to move forward, the Council will seek recommendations from the Chairs for this committee and will make a recommendation to the Dean for members of that committee until such time as the Constitution is amended to clarify the process of constituting that committee.

1. MOTION PASSED UNANIMOUSLY

4. Organize Election and/or Appointment of members to College standing committees per Constitution

a. Dr. Rozensky introduced a draft memo to the PPHP College Chairs asking them to conduct the elections for members of the College's standing committees {Tenure and Promotion, Curriculum, and Research Committees} by August 7th and report the results to the Dean and Council by August 8th.

i. COUNCIL AGREED BY CONSENSUS TO MOVE FORWARD WITH THE ELECTIONS. Memo to chairs is appended to these minutes.

b. Dr. Harman pointed out that The Financial Aid and Scholarship Committee will need to be appointed immediately due to the upcoming semester scholarship and financial needs.

i. Dr. Harman moved to recommend to Dean Perri that he reappoint, on an interim basis through August 25, 2008, the current members of The Financial Aid and Scholarship Committee so that committee can expeditiously address the financial aid issues for the upcoming semester. The Council will solicit recommendations from the departments for the committee and make new recommendations to the Dean based on departmental references after that date.

1. THE MOTION WAS PASSED UNANIMOUSLY.

5. New business

a. Dr. Harman said that the PPHP Constitution states that, "In addition to representing the college in the Faculty Senate, it shall be the responsibility of faculty senators to designate one faculty senator to serve as a liaison between the Faculty Senate and both the Faculty Council and the administration. This senator must bring matters of relevance to the attention of the Faculty Council Chair and the Dean in a timely manner to allow adequate College discussion, and when necessary, action. If a faculty senator is elected to serve on the Council, that senator will also serve as the liaison. If more than one senator serves on the Council, the Council will elect one senator liaison."

i. Dr. Harmon volunteered to serve in the capacity and the Council unanimously welcomed him in that role.

b. Council discussed the importance of the next meeting of Council and to include in that agenda that the Council members recommend to the Dean five faculty for the Financial Aid and Scholarship Committee and three

faculty for the Teaching Excellence committee. The next meeting was scheduled for September 3, 2008 to expedite this matter.

- c. Dr. Rozensky suggested that the Council members share with their departmental faculty the Council meeting agendas and outcomes at their department faculty meetings to keep the faculty informed and to seek input and items for the Council to consider.

6. There being no other business before Council, Dr. Foss moved to adjourn. The motion passed unanimously at 3:47 P.M.

Respectfully submitted,
Michele Rollen-Hanson

Attachments: Committee letter to chairs, Policies and Procedures

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