

Faculty Council
College of Public Health and Health Professions
September 3, 2008, 4:30-5:30 P.M.
Dean's Conference Room, 4102

Approved 1/14/09

Council members in attendance: Dr. Ron Rozensky, Dr. Joanne Foss, Dr. Mary Ellen Young, Dr. Terese Chmielewski, Dr. Amy Dailey as [nonvoting] proxy for Dr. Brumback, Dr. Jeff Harman, Ms. Sara Plager, Ms. Emily Pugh, Ms. Michele Rollen-Hanson

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Dr. Rozensky called the meeting to order at 4:35 P.M.

Minutes

1. Approval of Minutes

- a. Dr. Chmielewski moved to approve the minutes with minor corrections to spelling of names.
- b. MINUTES APPROVED.

2. Review of the recent elections for college standing committees

- a. Dr. Rozensky stated that the Faculty Council is required to collect student nominations to the various committees including the Curriculum Committee, Financial Aid and Scholarship Committee, the Teaching Excellence Committee, and Research Committee.
- b. The Faculty Council will solicit nomination of the College Council president, the department chairs and all students by email. Nominations will be sent back to Michele Rollen.
- c. Solicited names will then be forwarded to the committee chairs who will select student representatives per the PHHP Constitution.

3. Review of elected and appointed faculty and forwarding recommendations to the Dean for appointed committees

- a. **Council discussed the election process just concluded and noted that it went well and elections across departments occurred in relatively the same timeframe as required by the Constitution.**
- b. Dr. Chmielewski moved to accept the results of the election, the recommendations for appoints to committees sent by the chairs and to forward the standing faculty Committee names to the Dean for approval.
 - i. MOTION TO SEND COMMITTEE NAMES TO DEAN APPROVED UNANIMOUSLY.

4. Discussion of amendment to the appointment process for the Teaching Excellence Committee

- a. Dr. Foss explained the proposed language changes in the College Constitution. Group discussion and editing suggestions followed.

- b. PPHP Constitution was reviewed regarding method for approving amendments. Faculty will be notified and amendment posted for 30 days; then vote for accept, or not, the amendment will be carried out via Survey Monkey on the web.
- c. Dr. Foss moved to make the suggested amendment to the Teaching Excellence committee election process and present to the faculty for review and approval [amendment attached to the minutes].
 - i. MOTION TO MAKE SUGGESTED AMENDMENTS AND PRESENT TO THE FACULTY FOR REVIEW APPROVED.

5. Discussion/recommendation of a college-wide student web policy

- a. Dr. Rozensky presented a request from Dr. Stephanie Hanson regarding a college-wide student web policy that expresses concern for professional conduct of students online and on the web. Dr. Hanson told Dr. Rozensky that, with Council review of the concept and direction, she would be happy to present the policy to the college chairs for drafting of a policy.
- b. The Faculty Council discussed the use of the term policy versus recommendation vs. guidelines. Dr. Young expressed concerns about the faculty and college becoming “the Facebook/MySpace police.” Dr. Harman expressed concern about the broad term ‘unethical’ in the draft document. Dr. Rozensky suggested using the term ‘guidelines’ for this document. The Council decided that it would be better to replace unethical with “code of ethics” referring to each disciplines published code of ethics and the label the document “Guidelines and Policy.”
 - i. The Faculty Council decided to recommend re-titling the document as “Guidelines and Policy regarding Websites, Blogs, Email, Email signatures, and Answering Machine messages”. Other edits were included and are presented in the document [the edited document with recommendations are attached as is the email conveying the Council’s actions and recommendations to Dr. Hanson.
- c. Dr. Rozensky recommended that departments/programs put their discipline specific code of ethics/conduct in the document as appropriate.
- d. Dr. Harman moved that the Council support the formulation of a college-wide policy on the use of the web and to have the edited document returned to Dr. Hanson and the chairs as guidance. The Faculty Council requests that the document be returned to Council once completed and approved by the Chairs so Council might review it and then have it presented to the faculty at an upcoming faculty-wide meeting.
 - i. MOTION TO SUPPORT FORMUALTION OF A POLICY AND FORWARD EDITED DOCUMENT TO DR. HANSON APPROVED.

6. Substitute faculty council representative for ELC meetings

- a. Dr. Rozensky requested that Ms. Pugh stand in for the ELC meetings when he cannot be there. Ms. Pugh agreed to be at the meetings September 10, 24, and Oct. 1.
- b. Dr. Rozensky requested that a member of the Council be at the General Faculty meeting on Friday, September 5 at 12:00pm to introduce the current Council members. Dr. Harman agreed to present.

7. New Business

- a. Dr. Rozensky presented a request from Dean Perri to have the Faculty Council conduct another election, at the request of V.P. Dr. Barrett for two (2) faculty members to serve on the HSC Library Committee. The committee will meet at least four times a year will be charged reviewing the HSC's priorities for the library including expenditures for books, journals, etc. Ms. Pugh suggested that the following areas be represented by the nominees, research, on-campus faculty\classroom teaching, and distance-learning faculty. The Council will need to seek two (2) student nominations as well and this will be solicited when student nominees for all committees are solicited.
- b. The council agreed that all nominations will be put on the ballot and faculty will be asked to vote for two faculty members. Nomination request will go out as soon as possible and the election results must be given to Dr. Perri to report to Dr. Barrett no later than 1 November.

8. Future agenda items:

The following items were brought forward at the Executive Leadership group for discussion and consideration by the Faculty Council. They will be listed as new business discussion items on the next agenda:

- a. Role of post-docs in college; do they serve as faculty? Is there a faculty position on a policy on this matter?
- b. Should the General College wide meetings still be open to all or should it be defined as a faculty meeting only?
- c. Discuss the role of and consider the sequence and timing of making the ad-hoc committee, Collaboration Task Force, a standing committee.

- 9. There being no other business before Council, Dr. Harman moved to adjourn.**
The motion passed unanimously at 5:40pm

Respectfully submitted,
Michele Rollen-Hanson

Attachments: 1. Web policy, 2. Proposed Amended Constitution, 3. Committee Elections Results

