

MUSOP Faculty Meeting

Subject	MUSOP Faculty Meeting
Date and Location	Thursday, June 6, 2013; 1:30 – 3:00 L05
Attendees	Glenn Anderson, Karen Barker, Jennifer Kennedy, Janet Wolcott, Chris Gillette, John Schloss, John Krstenansky, Scott Perry, Aaron Sizemore, Stephanie Anderson, Lisa Frazier, Justin Williams, Terri Moran, Rob Stanton, Nicole Winston, Eric Blough, Tim Long,
Absent	Kevin Yingling, Kim Broedel-Zaugg, Hasan Koc

Minutes

1. Approval of Minutes

- a. Minutes of 5/2/13 meeting approved as submitted

2. Announcements

- a. Notice of opportunities for student internships will be sent to students and additional information sent to faculty
- b. Academic Affairs Positions
 1. Pool for Assistant Dean position has been narrowed down to two applications for on-site interviews to be held on June 18th and 20th.
 2. Staff support – developing position descriptions for simulation and front desk person

3. Reports from Directors – Deferred

4. Reports from Students – Deferred

5. Reports from Chairs

- a. DPSR – Dr. Schloss
 1. Dr. Timothy Long joined MUSOP on May 17th.
 2. Received permission to offer one other faculty candidate and permission to add two additional faculty lines to the open position
 3. Working on plans to replace Research Associate position by dispersing duties to multiple individuals.
 4. The mass spectrometer is installed and seems to be working well.
- b. DPPAR – Dr. G. Anderson
 1. Administrative Secretary has been selected, accepted the position and paperwork is going through HR.
- c. Experiential Education – Dr. Stanton
 1. Getting ready to begin interviews for the Director position
 2. Evalve is being terminated and we are switching to PharmAcademic.

6. Reports from Committees

- a. Curricular Affairs Committee – Dr. Robert Stanton
 1. The committee is meeting next Thursday to review syllabi. Not all syllabi have been received. The final deadline for approval is July 1st.
- b. Assessment Sub-committee – Dr. Blough
 1. Dr. Blough reviewed the draft of the assessment plan for the upcoming year.

- a) New is assessment of student portfolios. During the fall advisors should check that they are in process with a final assessment with rubrics in the Spring.
 - b) The IPPE assessment is being embedded in the Professionalism course.
 - c) The PCOA will be held in the Spring, around January 24th.
 - d) Assessment Committee members should be contacting faculty who have embedded assessments to coordinate with testing and other course activities.
- c. Student Affairs Committee – Dr. S. Anderson
 - 1. Admissions Update
 - a) 76 have paid, waiting to hear about 4 offers
 - b) 2013-2014 admissions are open on PharmCas
 - c) A dynamic recruiting “landing page” is being developed for the website.
 - 2. Progressions
 - a) All but three students are progressing as expected to P2 year. Those three students have developed degree plans.
 - b) Motion to approve the recommendation from the Progressions subcommittee – motion passed after discussion
 - 3. Jennifer Kennedy will hold a faculty development session to talk about degree planning with advisees on July 9th.
 - 4. The importance of completing and following student success plans was stressed.
- d. Faculty Affairs Committee – Dr. Wolcott
 - 1. The committee is working on evaluation forms and policies for student evaluation of teaching and peer evaluation of teaching.
 - 2. The proposed faculty grievance policy will be discussed at the next faculty meeting.
- e. Faculty Senate Report – Dr. S. Anderson
 - 1. Nothing to report from faculty senate.
 - 2. Need to hold an election for Dr. Krstenansky’s replacement as faculty senate representative
- f. Staff Report – Ms. Barker
 - 1. There have been some complaints about individual’s food missing from the staff lounge fridge. If you notice anything missing, please let Karen know. If something is to be shared, clearly mark it as such – if not marked, don’t mess with it.
 - 2. Discussion of interest in setting up a fund for “employee morale events” such as leavings and birthdays. General consensus was positive. Details to be worked out.

7. New Business

- 1. Approximately 50 students from the WVSU Upward Bound program will be visiting on June 28th.
- 2. Dr. Campbell has requested faculty volunteers to assist with the HSTA speed dating event to be held on July 18th.

8. A motion was made to adjourn the meeting. Motion passed.

Submitted on Thursday, July 11, 2013 by Karen Barker