Interfaculty Council Meeting Minutes  
FY 2016 – June 22, 2016 – UCT-1726

**Present:** Dr. Anne Sereno, Dr. Bindu Akkanti, Dr. Gurur Biliciler-Denktas, Dr. Daniel Freet, Dr. Anil Kulkarni, Dr. Jessica Lee, Dr. David Volk, Dr. Jake Chen, Dr. Lanny Ling, Dr. Trevor Cohen, Dr. Amy Franklin, Dr. Tiffany Champaign-Langabeer II and Dr. Dean Sittig, Dr. Cameron Jeter, Dr. Kurtis Kasper, Dr. Elizabeth Scott, Dr. Ryan Quock, Dr. Martina Gallagher, Dr. Rebecca Helmreich, Dr. Catherine Reavis, Dr. Rebecca Tsusaki, Dr. Linda Highfield, and Dr. Ross Shegog

**Absent:** Dr. George Stancel, Dr. Jeffrey Actor, Dr. Joan Bull, Dr. Marie-Francoise Doursout, Dr. Donald Molony, Dr. George Williams, Dr. James Langabeer II, Dr. Dean Sittig, Dr. Dejian Lai, Dr. Momiao Xiong, Mr. Julio Charles,

**Ex-Officio Attendees:** Dr. David Marshak, Dr. Michael Blackburn, Mr. Eric Solberg, Ms. Deanne Hernandez, and Ms. Kathy Rodgers

**Guests:** Mr. Scott Forbes, VP Governmental Affairs; Ms. Amy Dixon, Legal Officer, Office of Legal Affairs; and Lt. Michael Redmond, UTPD

**Administrative Personnel:** Ms. Terrie Schade-Lugo

I. **CALL TO ORDER**  
Dr. Anne Sereno, 2015-2016 IFC Chair, called the meeting to order at 11:35 AM.

II. **APPROVAL OF THE MINUTES**  
Dr. Sereno polled the members for any objections or corrections required to the minutes for April 20, 2016. Upon motion made and seconded, the minutes were approved, as amended.

III. **NEW BUSINESS**

**LEGISLATIVE ANNUAL UPDATE**  
Mr. Scott Forbes, VP of Governmental Affairs

Mr. Scott Forbes briefed the IFC on legislative issues including:
- The current status of the Texas state budget and its outlook;
- The outcomes of various lawsuits that could have impacted the state budget, but the state won;
- Specific issues for higher education funding this session including zero based budgeting and efforts to increase formula funding;
- UT System is working to ensure that any authority given to Presidents regarding Campus Carry, is not removed;
- Possible UT System Legislative Initiatives; and
- Possible UTHalth Legislative Initiatives for this legislative session.

**HOOP 20 CONFLICT OF INTEREST**  
Amy Dixon, JD, Legal Officer, Office of Legal Affairs

Ms. Amy Dixon provided information and guidance on the following:
- The Conflict of Interest process is now being handled by the Office of Academic & Research Affairs. UT System policy UTS 180 was revised a couple of years ago and HOOP 20 was updated to reflect
those revisions. Recently, new revisions were made to UTS 180 effective August 1, 2016; therefore, HOOP 20 is again being updated to align with UTS 180.

- A few of the updates to HOOP 20 include:
  - Removed previous distinction between exempt/non-exempt employees; benefits-eligible/non-benefits eligible employees;
  - Section III.A now lists the employees who are required to submit annual financial disclosures; classified employees that previously were included in this process were removed. This section also lists the types outside activities and financial interests that must be disclosed; and
  - UT System’s opinion is that all employees need to obtain approval for all outside activities.

- HOOP 20 updated the Decision Matrix for Faculty Activities, as follows:
  - Category 1 and 2 did not require prior approval; and
  - Category 2 limitation was 30 working days each fiscal year.

  The changes proposed in the new decision matrix include:
  - Combining Category 1 and 2; and
  - Expanding the working day limitation to 50 working days which aligns with UT System’s model of one-day each week.

Discussion was conducted on the following:
- **Category 1.D. Developing scholarly communications in the form of books or journal articles, movies, television productions, and similar work.** Members questioned this as an outside activity, especially when as a tenure track employee there is an expectation to work on scholarly communications. Suggestion made was to request that this to be revisited. Ms. Dixon will take the suggestions back to be reviewed.

- Question was raised regarding turn-around time on this policy as responsibility transitions to the new office -regarding when faculty will hear back from on their request. Dr. Michael Blackburn, EVP and Chief Academic Officer, advised that the COI Office is dedicated to this service and they are to respond as quickly as possible.

Ms. Dixon explained the new proposed policy on Institutional Conflicts of Interest (ICOI) that was based on UT System guidance received from Dr. Greenberg. This policy has a limited focus that deals with conflicts at the institutional level and would not include most faculty but rather individuals such as the president, executive vice presidents, chairs, certain procurement personnel, etc. The ICOI will review institutional conflicts as well as individual conflicts and provide advice on how to manage it at the university-level for the president.

**CPHS REPORT**

*Mr. Eric Solberg, VP for Academic & Research Affairs*

*Dr. Michael Blackburn, EVP and Chief Academic Officer*

Mr. Eric Solberg provided a brochure entitled “Report to Faculty and Staff on CPHS Activities” and explained that Dr. Stancel periodically addressed the IFC membership on updates from the CPHS Office. The information reflects an increase in human subjects’ research activities on campus that is not surprising given faculty growth across campus. Dr. Blackburn advised that this data is a good example of a central office reaching out to its customers to solicit feedback. We want to do more of the same in other service sectors to reach out to faculty or other administrators wherever we are providing a
service. Dr. Blackburn requested that the members return to their schools and encourage faculty to participate in surveys such as this in order to improve service levels across campus.

ICF CHAIR-ELECT CALL FOR NOMINATIONS

Dr. Sereno announced the call for nominations/self-nominations and explained the processes of preparing a statement with picture for use in the election. For those who will be unable to attend the July 20 IFC Meeting, an anonymous ballot will be circulated prior to the meeting so that the absent members will have a vote in the chair-elect process.

IV. OLD BUSINESS

- UTFAC Report

Dr. Marshak advised that he and Dr. Sereno recently attended a meeting of the executive committee with UT System senior leadership (executive vice chancellors and vice chancellors) to coordinate efforts with UT System. These meetings have assisted the UTFAC in being an efficient organization as reflected by the accomplishments of the UTFAC over the last year. He advised that the concerns that arise in the IFC meetings, for example, are raised at the UTFAC level. In FY 2017, Dr. Sereno will be the Chair of the Health Affairs Subcommittee and Dr. Biliciler-Denktas will attend the regular UTFAC meetings. Therefore, the IFC will have a representative at the executive committee level as well as at the regular meetings of the UTFAC. Dr. Marshak asked members to suggest issues that UTHealth’s UTFAC representatives can bring forth to UT System.

- CAMPUS CARRY

Mr. Eric Solberg and Lt. Redmond, UTPD

Mr. Solberg provided an update on Campus Carry on behalf of Dr. George Stancel. At the Board of Regents’ meeting in May 2016, Campus Carry was supposed to be discussed and voted upon; however, they decided to delay their decision until July 13, 2016. The delay in time is a challenge as the law becomes effective on August 1, 2016. As a result, all campuses are moving forward with implementing the plans that their presidents submitted to the Regents. The information that UTHealth presented is on the intranet. Mr. Solberg advised that having the IFC members take this information back to each school’s faculty senate is important. We have been doing this prep work at UTHealth including meeting with deans, legal affairs, facilities for the signage, and drafting a policy that will be reviewed by the IFC, etc. There is also a new See Something, Say Something campaign that UTPD is implementing and Lt. Redmond will speak to that program. The prevention mentality is being emphasized—and it does exist on our campus with the STOP team.

Lt. Redmond from UTPD, addressed the attendees advising that they are ensuring that all schools are receiving the same preventive education as well as they are adding information in the annual online compliance training program. The police department stats from the Texas Department of Public Safety advise that “CHL” (Concealed Handgun License) holders now known as the new “LTC” (Licensed to Carry) holders, are law-abiding citizens and represent 4% of the population and only 2.459% of all criminal convictions. Homicides on campuses are down; suicides on campuses have increased, nationally, 24% in the last 15 years. He requested that individuals exhibiting behaviors unlike their known normal behaviors, be identified and notify employee wellness, etc., to get help for those individuals. UTPD is leading throughout the state and nation in preventing violence and suicides. Lt. Redmond gave credit to Mr. Scott Forbes’ tireless efforts and participation over the last year and a half in organizing the right fit for our organization regarding Campus Carry.
V. ANNOUNCEMENTS

Mr. Eric Solberg

- TMC Library
  As of May 31, 2016, UTHealth owns the building and land and have a 10-year lease to the Library. The second floor of the Library has been cleared and will be made available to UTHealth’s use. The third and fourth floors are currently being occupied by UTHealth offices. The Library Board is trying to do an assessment of space needs for the Library. Dr. Buja resigned as Executive Director as of the end of April 2016. Ms. Stephanie Fulton is serving in the Interim Executive Director capacity at this time. A full search will be conducted in the near future.

- STARs AWARDS
  Dr. Michael Blackburn
  Dr. Blackburn advised the attendees regarding the support that UTHealth has been provided by UT System through such avenues as the STARs Awards which our deans use to recruit and retain faculty. These are competitive awards and UTHealth has done very well in successful awards.

VI. MISCELLANEOUS DISCUSSION

- A comment was brought to the attention of the IFC membership regarding guidance to faculty on how to interact with the media, etc. Public Affairs/Media Relations will be asked to attend the next IFC Meeting to discuss this issue.

VII. ADJOURNMENT

A motion was made and seconded to adjourn the meeting. The meeting adjourned at 1:06 PM. The next IFC meeting is scheduled for Wednesday, July 20, 2016.