Interfaculty Council Meeting Minutes  
FY 2019 – June 19, 2019 – UCT 1726

**Present:** Dr. Syed Hashmi, Dr. Ryan Quock, Dr. Nicholas De Lay, Dr. Ines Moreno-Gonzalez, Dr. Nathan Carlin, Dr. Carmen Dessauer, Dr. Amber Luong, Dr. David Marshak, Dr. Donald Molony, Dr. Kenya Parks, Dr. Tiffany Champagne-Langabeer, Dr. Luca Giancardo, Dr. Kirk Roberts, Dr. Cameron Jeter, Dr. Amber Lovatos for Dr. Ariadne Letra, Dr. Amber Lovatos, Dr. Nikolaos Soldatos, Dr. Stacy Drake, Dr. Allison Edwards, Dr. Francine Snow, Dr. Rebecca Tsusaki Dr. Cecilia Ganduglia-Cazaban, Dr. Ross Shegog, Dr. Michael Swartz, Jeffrey Ackroyd, and Bridget Smalley

**Absent:** Dr. Elda Ramirez, Dr. Gurril Biliciler-Denktas, Dr. Joseph Alcorn, Dr. Semhar Ghebremichael, Dr. Heidi Kaplan, Dr. Monica Verduzco-Gutierrez, Dr. Cui Tao, Dr. Ariadne Letra, Dr. Craig Hanis

**Ex-Officio Attendees:** Dr. Kevin Morano

**Guest Attendee:** Mr. Amar Yousif

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

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I. **CALL TO ORDER**  
*Dr. Syed Hashmi, IFC Chair, FY 2019*

Dr. Syed Hashmi, IFC Chair FY 2019, called the meeting to order at 11:33 AM.

II. **APPROVAL OF THE MINUTES**  
*Dr. Syed Hashmi, Chair, FY 2019*

Dr. Hashmi polled the members for any objections or corrections to the minutes for May 15, 2019 meeting. Upon motion made and seconded, the minutes were unanimously approved.

III. **NEW BUSINESS**

**Technology Discussion**  
*Amar Yousif, MBA, Vice President of Information Technology and Chief Information Officer*

Mr. Amar Yousif advised the attendees that he has been with UTHealth for twelve years and was recently promoted into this role. He is attending the various university council meetings to learn about how the different constituencies perceive IT in the university. He explained that policies and procedures at a high level, information assurance, cybersecurity, running the servers and networks are centralized. Regarding application support, helping the schools become innovative when it comes to digital health or doing pioneering research that requires some IT component, is localized. Mr. Yousif advised that he was willing to return to the IFC on an annual basis to continue to gain feedback and provide IT updates.

An open discussion was conducted regarding topics such as:

- Access difficulties to The Texas Medical Center Library by the schools;
- Working on the strategic plans with Memorial Hermann and Harris Health;
- Cybersecurity attacks and what proactive approach is IT taking;
- Understanding the different departments in IT, and how/whom to address problems;
- Whether there is a way to centralize information in IT to access guidelines for what should be simple installs;
- Red Tape and paperwork required for simple static HTML websites and whether there was any ability to be provided basic approval to set up the websites;
  - UTHealth is a state agency and does deal with Red Tape. Accessibility checks must be in place. University branding checks must be in place. UTHealth, in its entirety, is considered as a covered entity, so we do not declare legally as being two separate entities—one involved with research and education.
and one involved with patient care. IT is supposed to assist with navigating with requests such as setting static HTML websites.

- Migration of Allscripts to Epic;
- Encryption issues regarding data of basic research scientists and physicians;
  - There are measures to obtain exemptions by consulting the IT at the schools. Note, however, both local leadership and the UT System Board of Regents are concerned regarding intellectual property.
- Issues with PHI profile/Non-PHI profile and Google;
- Google Drive and SecureStor are our “file sharing” apps. Dropbox is not supposed to be used. Seeking an approved platform.
  - As long as PHI is not being used, Dropbox is okay.
- Profile issues with common names or a mistyped SSN tangles two profiles, when this occurs, let IT know and they will untangle it; and
- Two-factor authorization: after entering it once, it does not need to be done again unless you use a new device.

**Subcommittee Reports**

**Governance and Academic Affairs**

*Dr. Kirk Roden, Chair*

**Committee Charge:** Assess and report on academic and scholarly collaboration across the six schools that comprise UTHealth. Issues such as the current mechanisms in place to foster collaboration, the actual current level of collaboration, the desire of faculty for collaboration, barriers to collaboration and faculty opinion on methods for fostering collaboration, should be explored. The subcommittee can then recommend actions that can be implemented to foster collaboration.

Dr. Roden provided a summary of the subcommittee’s work, and a copy of the summary is attached and made a part of these minutes.

**Faculty Status, Rights, and Responsibilities**

*Dr. Ines Moreno-Gonzalez, Chair*

**Committee Charge:**
1. Assess and report on the faculty understanding of the promotion and tenure process at each of the UTH Schools.
2. Assess and report on the current level of mentoring of junior faculty at each of the UTH Schools. Issues, such as accessibility to mentors, mechanisms currently in place for mentoring, and views/expectations of both mentors and mentees, should be explored.

Dr. Moreno-Gonzalez advised that a portion of the details of the subcommittee’s work would be presented with the final information being presented at the August IFC Meeting. A copy of the summary is attached and made a part of these minutes.

**Administrative Affairs**

*Dr. Tiffany Champagne-Langabeer, Chair*

**Committee Charge:** Assess and report on the mechanisms in place to facilitate assistance from the administration to the faculty. The assessment should include, but does not have to be limited to, aspects of communication between the involved parties and, an overview from both administration and faculty on failures, if any, of the support mechanisms and how they can be improved.

Dr. Tiffany Champagne-Langabeer provided a summary of the subcommittee’s work, and a copy of the summary is attached and made a part of these minutes.
**Campus Reports:**  

**Cizik School of Nursing**  

- BSN-DNP Program Approved by THECB for Fall 2019  
  - Cizik School of Nursing received approval from the Texas Higher Education Coordinating Board (THECB) to offer the BSN-DNP Nurse Practitioner degree program starting in the fall 2019 semester.  
  - BSN-prepared RNs can now advance their learning through to the doctoral level, earning a DNP specializing in one of two fields: Family Care (FNP) or Psychiatric/Mental Health Care.

- Adult/Gerontology Primary Care will be added, in fall 2020.

- The Doctor of Nursing Practice (DNP) is referred to as a practice doctorate that focuses on interprofessional collaboration and developing competencies in quality improvement and safety that lead to enhanced outcomes.

- The National Organization of Nurse Practitioner Faculties (NONPF) urges all schools to move entry-level NP education to the DNP degree by 2025.

- Cizik School of Nursing graduated Texas’ first class of DNPs in 2009 and one of the three highest-ranked DNP programs in the state.

**Graduate School of Biomedical Sciences**  

- New Student Success Portal launches to centralize all UTHealth student resources: Coming this summer, the UTHealth Office of Academic Affairs and Student Success, in partnership with the Student InterCouncil (SIC), will launch the Student Success Portal, a new landing page that provides all UTHealth students with direct access to key resources they need across campus. This portal will allow students to easily locate and search the central student services office for necessary information, instructions, and documents to ensure a smooth transition from semester to semester and year to year. Key features of the Student Success Portal include Registrar, Bursar, Financial Aid, Student Life (including all services offered by Auxiliary Enterprises), Veteran Services, and Additional Resources.

- Presidents’ Research Scholarships: These scholarships, provided by the Presidents of UTHealth and MD Anderson, recognize four outstanding Ph.D. (or M.D./Ph.D.) students as they near the completion of their dissertation work. The primary criteria for selecting winners will be the quality of the student’s research and its impact on the field of study. The winners will be invited to present their research on Wednesday, August 21, at a symposium during New Student Orientation. Award amount is $5,000. Application Deadline: July 1.

- 2019 Academic Research Career Symposium: Saturday, July 20, 8 a.m.-4 p.m., Baylor College of Medicine. This symposium will bring together an impressive array of biomedical researchers, professors, and industry experts to create a one-of-a-kind experience. It is an excellent opportunity for graduate students, postdocs, and faculty members to network with renowned scientists in the Texas Medical Center.

- Message from GSBS Deans Barton and Blackburn: The GSBS has embraced students from all over the world, and this is demonstrated in the 34 countries represented and nearly 40% international student population in the current GSBS student body. Open Forum on June 12 without an agenda for students with specific concerns or suggestions about additional ways GSBS can support students.

- Awards: Alumnus Dan Graur, Ph.D., 2018-2019 GSBS Distinguished Alumnus Award recipient. He received his Ph.D. in Population Genetics in 1985. Today, Graur is Professor in the Department of Biology and Biochemistry at University of Houston.

- Reminder: GSBS Student Research Day is June 26-27, Onstead Auditorium, and Forum Mitchell BSRB.

**McGovern Medical School**  

- Last month (May 2019) David Wideman and Kelsey Montgomery presented to the Senate regarding an effort of the Student Committee on Professionalism and Ethics (SCoPE). SCoPE is working on creating a
definition of professionalism for McGovern Medical School, based on input from students, faculty, and staff. This project will have different phases. The first phase is collecting feedback from all medical school employees via a survey.

- Relatedly, the Senate has one taskforce this year: The Learning and Environment and Professionalism Taskforce. Dr. Allison Ownby is co-chair of this taskforce, with Dr. Rene Flores. Dr. Ownby has requested a response from the other five schools of UTHealth to this question: Does your school have an official definition of professionalism? If so, what is it?

**School of Biomedical Informatics**

- SBMI hosted its annual Commencement Ceremony on May 15 in the school's new building space. Twenty-five graduates participated in the ceremony as they earned a master’s or doctoral degree from SBMI over the past year. The commencement speaker was Howard R. Hughes Provost and Professor of Statistics at Rice University, Marie Lynn Miranda. Ph.D.
- Dental School Professor Dr. Muhammad Walji, Ph.D., MS, two-time alumnus, and adjunct faculty member, won the 2019 Distinguished Alum Award from the SBMI Alumni Association.
- SBMI Public Health Informatics Certificate Student Natalia Rodriguez was awarded the spring 2019 Paul C. Boyle Award for Excellence in Research with her poster titled “Acceptability and Feasibility of Using Video Visits for Weight Management Care.”
- Dean Jiajie Zhang, Ph.D. recently created three distinct Dean's Excellence Awards. The acknowledgments will be awarded annually, and they recognize SBMI faculty members for exceptional performance in research, teaching, and innovative application. That caliber of performance includes high impact publications, research, novel course development, exceptional teaching, and innovative applications that help SBMI's clinical partners. Here are the inaugural winners of the Dean's Excellence Awards:
  - Dean's Excellence Award in Research - Assistant Professor Luca Giancardo, PhD
  - Dean's Excellence Award in Teaching - Assistant Professor Kimberly Smith, PhD
  - Dean's Excellence Award in Innovation - Associate Professor Xiaoqian Jiang, PhD
- SBMI's Applied Health Informatics Master's program was recently awarded accreditation by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). Initial Accreditation was approved by CAHIIM's Board of Directors last month at its April 12 meeting.
- The accreditation comes after a comprehensive program review conducted by the Health Informatics Accreditation Council and CAHIIM's Board of Directors. CAHIIM's accreditation process involves a rigorous program evaluation that takes multiple years to complete.
- The second cohort of DNP Informatics track students (7) recently earned their degrees from UTHealth's Cizik School of Nursing. The success of this unique informatics track is a result of the interprofessional collaboration between SBMI and Cizik School of Nursing.

**School of Dentistry**

- May 10: We have submitted our application to CODA for Oral Pathology residency. CODA visit for the Oral Pathology program will take place in another day after the school accreditation.
- May 30-31: Faculty Retreat was a two-day event, the first joint faculty and staff retreat. We tried unsuccessfully to stream the May 30 Town Hall to both retreats.
- In our recent faculty senate meeting, we have reviewed the Town Hall meeting, and we had a very nice discussion trying to find solutions to solve the clinical revenue issue.
- June 1: Advanced standing program aka International Dental Program application to CODA.
- June 14: Dr. Walters Rene presented “A Dive into the Motor Theory of Learning and Fully Integrated Digital Curriculum.” We are trying to implement digital dentistry into our curriculum for dental students.
- September 25-26: CODA Accreditation
- Facilities update: Cambridge and East intersection; the school had a meeting with the city of Houston; everything is still on the table. For now, it has been decided to be placed a flashing light system which will be activated by pedestrians and from East to Cambridge to be a right turn only.
School of Public Health: Dr. Ross Shegog

- Faculty Council is reviewing a document on faculty review and professional expectations including descriptions of the AAR and peer review, annual reviews by department chairs/campus deans, tenure and promotion, and the proposed workload data.
- A prototype dashboard is planned to display faculty workload in research, teaching, and service that enables admin and faculty annually to manage time allocations. The prototype is planned for rollout in Fall 2019.
- Faculty Council is reviewing draft promotion guidelines for associate professor of instruction and full professor of instruction.
- Faculty Council members obtained feedback from their faculty on whether they prefer one or multiple faculty hooding doctoral graduates at commencement.
- The topic of sensitivity training was discussed in the SPH Executive Council regarding students experiencing distress and/or mental health issues. Training on this is being explored. Faculty are being provided with information on resources for students.

IV. UNFINISHED BUSINESS

Chair-Elect Nominations: Dr. Hashmi

Dr. Hashmi advised the membership that there are two (2) nominees for the IFC Chair-Elect: Allison P. Edwards, DrPH, MS, RN, CNE, Assistant Professor, Cizik School of Nursing at UTHealth; and Tiffany Champagne-Langabeer, Ph.D., MBA, RDN, Assistant Professor of Biomedical Informatics, UTHealth School of Biomedical Informatics. The nominees addressed the attendees as to their vision and interest in the IFC Chair-Elect position. Dr. Hashmi announced that the confidential voting would be conducted via a poll to permit the entire membership to participate. Once all have voted, an email will be circulated to announcing the IFC Chair-Elect for FY 2020.

V. ANNOUNCEMENTS

Associate Vice President, UTHealth Faculty Affairs & Development Dr. Kevin A. Morano

No announcements.

VII. ADJOURNMENT

A motion was made and seconded to adjourn the meeting. The meeting adjourned at 1:03 PM. The next IFC meeting is scheduled for Wednesday, August 21, 2019.

Respectfully submitted by Terrie Schade-Lugo, CAP, on 08/16/2019.
Approved by Interfaculty Council on 08/21, 2019.