Interfaculty Council Meeting Minutes  

Present: Dr. Gurur Biliciler-Denktas, Dr. Ryan Quock, Dr. Anne Sereno, Dr. Lanny Ling, Dr. Jake Chen, Dr. Joseph Alcorn, Dr. Joan Bull, Dr. Marie-Francoise Doursout, Dr. Veronica Gonzalez, Dr. Syed Hashmi, Dr. Heidi Kaplan, Dr. Jessica Lee, Dr. Amber Luong, Dr. David Marshak, Dr. Donald Molony, Dr. David Volk, Dr. Amy Franklin, Dr. James Langabeer, II, Dr. Ashley Clark, Dr. Cameron Jeter, Dr. Myron Arnaud, Dr. Stacy Drake, Dr. Allison Edwards, Dr. Rebecca Tsusaki, Dr. Craig Hanis, Dr. Linda Highfield, Dr. Michael Swartz and Dr. Ross Shegog

Absent: Dr. Trevor Cohen, Dr. Elmer Bernstam, Dr. Elizabeth Scott, Ms. KoKo Tawaki Taylor, Ms. Brittany Jewell, and Dr. Michael Blackburn

Ex-Officio Attendees: Dr. Kevin Morano and Mr. Eric Solberg

Administrative Personnel: Ms. Terrie Schade-Lugo and Ms. Yuliana Nunez

I. CALL TO ORDER  

Dr. Gurur Biliciler-Denktas 2016-2017 IFC Chair, called the meeting to order at 12:05 PM.

II. APPROVAL OF THE MINUTES  

Dr. Denktas polled the members for any objections or corrections to the minutes for May 16, 2017. Upon motion made and seconded, the minutes for the meeting were approved, by majority, with two abstentions.

III. NEW BUSINESS

Faculty Assistance Program (SENT EMAIL TO ROBIN FOR BLURB)  
Ms. Monica Guidry, Executive Director, UT Employee Assistance Program (UTEAP), and  
Ms. Robin Dickey, Faculty Assistance Specialist

Monica Guidry and Robin Dickey provided an overview of the services available through the Faculty Assistance Program (FAP). The Faculty Assistance Program offers convenient and confidential services at no cost. The FAP offers a variety of services including integrative wellness coaching, mental health counseling and consultation services with a licensed mental health professional, legal, and financial resources, and work-life referrals. Issues that are commonly addressed by the FAP include stress management, burnout prevention, work-life balance, and raising awareness of your impact at the workplace. A tour of the new FAP website was provided with a discussion regarding methods for direct contact.

HOOP 186, Honor Code  
Ms. Meredith Mills, Senior Legal Officer, Ms. Amy Dixon, Senior Legal Officer, and  
Mr. Eric Solberg, VP, Academic Affairs & Student Success

Dr. Denktas provided an overview of the Honor Code discussion held in the May meeting. Meredith Mills advised that she and Amy Dixon looked at the Honor Code. Meredith advised that anything that is done in terms of an Honor Code at the school level or university level must be in agreement with our Student Conduct and Discipline Policy. She advised that anything that you present to a student and want to enforce as their particular school honor code is going to be enforced through the Student Conduct and Discipline Policy. We must not have two sets of rules that apply to the exact same conduct. Meredith requested a round table discussion with the IFC regarding the motivation behind the Honor Codes:
- Why do you believe that HOOP 186, Student Conduct and Discipline is not sufficient?
- What do you think needs to be added?
- Is the Honor Code the right way to do it or is improving the policy better?
We do not want to have a situation such as the school has a policy in place with added procedures, something comes up, we follow the HOOP Policy, and then the student has a valid claim that they did not receive all the process that was due because there was something we did not know about at the school level.

Mr. Eric Solberg added that the UT System Office of General Counsel is involved in disciplinary hearings for conduct and discipline of students. Oftentimes students have their own legal representation and the Office of General Counsel comes in and represents the university and university hearing officer. It is a very prescribed due process, that needs to occur. He emphasized that anything that might be developed as an honor code at a school must point to our policy because that is where the students are going to be held accountable – that is where the due process is spelled out.

After open discussion was held, Mr. Solberg advised that this topic should be discussed at the Academic Council meeting in August to discuss what the process is at each school, is the HOOP policy being followed, or is it being dealt with on a case-by-case basis. Mr. Solberg solicited IFC members to attend the August Academic Council Meeting. Drs. Amy Franklin, Cameron Jeter, and Ashley Clark advised they would attend.

**IFC Chair-Elect Introduction of Candidates**

Dr. Denktas advised that there is only one Chair-Elect candidate, Dr. Syed Hashmi, and opened the floor for additional candidates to be considered for this position. No additional candidates came forward. Dr. Denktas solicited the members for a motion that the IFC votes Dr. Syed Hashmi’s nomination for IFC Chair-Elect for FY 2018, by acclamation. Upon motion made and seconded, Dr. Syed Hashmi was unanimously elected as the IFC Chair-Elect for FY 2018.

**IV. UNFINISHED BUSINESS**

**Faculty Workload and Well-Being Survey Results**

The results of the four open-ended questions in the Faculty Workload and Well-Being Survey were presented.

Drs. Heidi Kaplan and Jessica Lee presented on the question: What can be done to support academic missions, education research, or institution services that may not bring in sufficient resources? A copy of the details are attached and made a part of these minutes.

Drs. Ashley Clark and Jake Chen presented on the question: Do you have any suggestions for decreasing expenditures (or suggestions where resources may be better utilized)? A copy of the details are attached and made a part of these minutes.

Drs. David Volk and Joan Bull presented on the question: Do you feel there is anything your school could do to improve the workplace? A copy of the presentation is attached and made a part of these minutes.

Drs. Stacy Drake and Ross Shegog presented on the question: Other comments. A copy of the details are attached and made a part of these minutes.

Dr. Denktas advised that UT System would be circulating a survey to only medical school clinical faculty regarding burnout. There will be focus groups conducted at all health science center campuses and they will be conducted at our campus during the week of June 26.
In the course of presenting the results of the recent Workload and Well-Being Survey to the leadership council, Dr. Denktas was advised that a similar survey would be done to capture results from staff.

V. SUBCOMMITTEE REPORTS

Governance and Academic Affairs  
Dr. Denktas
Dr. Denktas asked the Governance and Academic Affairs committee if they had any additional changes to the revised Bylaws. The committee advised that all changes needed have been made.

Dr. Denktas polled the members for any objections to the revised Bylaws. Upon motion made and seconded, the Bylaws were approved, by majority, with one abstention.

Faculty Status, Rights, and Responsibilities
Dr. Marie Francoise Doursout advised that the final faculty retention report would be presented at the August meeting.

VI. ANNOUNCEMENTS

Associate Vice President Announcements  
Dr. Kevin Morano
- President’s Scholar Awards: The President’s Scholar Awards in Research and in Teaching are given annually to recognize and publicize outstanding research and teaching by UTHealth faculty members. In recognition of the importance of scholarship in patient care, a third award will now be given for outstanding clinical service. The call for nominations has been sent out as of June 20, 2017 and the deadline for nominations is August 18, 2017. Once the nominations are received, a committee will be formed in which the top three nominees will be chosen.
- Dr. Lisa Cain joined the School of Dentistry as the new Associate Dean for Professional Development and Faculty Affairs; she is coming to us from UTMB.
- Dr. Morano has organized a working group of all schools’ faculty affairs representatives that meet on a quarterly basis. Information is provided by the faculty through the representatives and Dr. Morano is able to provide information that the representatives take back to their schools.
- Regents’ Outstanding Teaching Award (ROTA): ROTA has been an award program that the health science centers have been participating since 2012. We are fortunate that UT System has continued the program for 2017; the number of awards to be made at each health science center was reduced from previous years. This year, UTHealth has six awardees:
  - GSBS – Vasanthi Jayaraman, PhD
  - MMS – John H. Byrne, PhD
  - MMS – Grant C. Fowler, MD
  - MMS – Emma V. Omoruyi, MD, MPH
  - SON – Melanie McEwen, PhD, RN, CNE, ANEF
  - SPH – Deanna M. Hoelscher, PhD, RD, LD, CNS
- The University of Texas System Kenneth I. Shine, M.D., Academy of Health Science Education (the Shine Academy): The call for nominations was just completed. We will have the nomination packets reviewed by peer committee and our recommendations will be provided to the Membership Committee of the Shine Academy on or before August 1.
• Care.com: Advertisement of the Care.com program will be going out again this year. Currently, only 7% of the staff/faculty is registered. The usage is good for our first year; it is at about 30% of our paid capacity. Dr. Morano encouraged the attendees to take the information back to their constituents to promote the program. Administration could decide not to keep the program if the current levels do not increase.

VII. MISCELLANEOUS DISCUSSION
Dr. Denktas advised the IFC that UT System would be visiting the McGovern Medical School next week to conduct focus groups for Medical School Clinical Faculty.

VIII. ADJOURNMENT
A motion was made and seconded to adjourn the meeting. The meeting adjourned at 1:40 PM. The next IFC meeting is scheduled for Wednesday, August 16, 2017.

Respectfully submitted by Yuliana Nunez on 06/26/2017.
Approved by Interfaculty Council on 8/16/2017.