Interfaculty Council Meeting Minutes  
FY 2017 – October 19, 2016 – UCT-1726

Present:  Dr. Gurur Biliciler-Denktas, Dr. Ryan Quock, 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. David Volk, Dr. Trevor Cohen, Dr. James Langabeer, Dr. Elmer Bernstam for Dr. Dean Sittig, Dr. Ashley Clark, Dr. Cameron Jeter, Dr. Elizabeth Scott, Dr. Myron Arnaud, Dr. Stacy Drake, Dr. Allison Edwards, Dr. Rebecca Tsusaki, Dr. Linda Highfield, Dr. Ross Shegog, Ms. KoKo Tawaki Taylor, and Ms. Brittany Jewell

Absent:  Dr. Donald Molony, Dr. Amy Franklin, Dr. Craig Hanis, and Dr. Michael Blackburn

Guest:  Dr. Julianne Cenac, Director of Learning and Development, UTHealth

Ex-Officio Attendees:  Dr. Michael Blackburn, Dr. Kevin Morano, Dr. Anne Sereno, Mr. Eric Solberg

Administrative Personnel:  Ms. Terrie Schade-Lugo

I. CALL TO ORDER  
Dr. Gurur Biliciler-Denktas, 2016-2017 IFC Chair, called the meeting to order at 11:32 AM.

II. APPROVAL OF THE MINUTES  
Dr. Denktas polled the members for any objections or corrections required to the minutes for September 21, 2016. Upon motion made and seconded, the minutes were approved.

III. NEW BUSINESS

INTRODUCTION OF LEADERSHIP PROGRAMS  
Dr. Kevin Morano advised that we are very pleased that Julianne Cenac, PhD, has joined UTHealth as the recently recruited and appointed Director of Learning & Development. There have been announcements for the launch of The Leadership Institutes at UTHealth. Over the years we have had on and off programs to enhance the training of our leaders. Many of those programs lasted a couple of years or less. Now, we have an experienced dedicated professional to lead this program as well as the institutional support and commitment to provide the programs for faculty and staff. Dr. Morano requested that the IFC members take the message back to the schools that these programs are for faculty and staff.

Dr. Julianne Cenac provided her background of over twenty-two years working with leaders to improve performance. She provided information on The Leadership Institutes value to UTHealth, as follows:

- Stronger selection pool of promotable leadership candidates;
- Increased diversity of internal candidate talent pool;
- More cost-effective, quality, agile, and customized programs; and
- Consistent leadership performance and outcomes aligned with university vision.

The Leadership Institutes/Leadership Development Programs are as follows:

- Women in Leadership Series
  A monthly leadership seminar series designed to develop leadership competency and efficacy in women leaders from staff and faculty to executive levels. The seminar series features notable
speakers and nationally recognized speakers from the healthcare industry as well as corporate and non-profit organizations. The objectives of this seminar series will be:

- To provide perspectives on effective leadership in organizational and healthcare contexts;
- To reinforce style differences between managing and leading;
- To provide women with tools and techniques to improve their personal leadership efficacy; and
- To provide women knowledge about leadership trends (change, strategy, multi-generational, etc)

Target Audience are Women faculty and staff at UTHealth. Attendance is with Supervisor approval/sponsorship. Anticipated Registration is between 150-200 in person/300-500 online live streamed each month. This will be Instructor led / live streamed.

- **The Emerging Leaders**
  This program is for new leaders and mid-career leaders, this program provides participants with the foundational principles and techniques to be effective at transitioning from supervisory/managerial to leadership roles within UTHealth. Participants receive a personal leadership profile and receive four weeks of intensive development. The program will consist of:

  - Leadership Development Plan;
  - Weekly Sessions on Leadership Topics;
  - Leadership v. Management;
  - Principles of Leadership and Organizational Culture;
  - Team Dynamics;
  - Leadership Presence and Style;
  - Culminating Project – Leadership Topic; and
  - Ongoing Cohort Interaction and Leadership Resources

Target Audience is junior faculty and mid-level staff/new managers and leaders under ~45 years. This program will accommodate 80 people for both cohorts (fall and spring). Attendance is with Supervisor approval/sponsorship. This program will be Instructor led and carry a cost to sponsoring department of $450 per employee.

- **The Executive Leadership Institute.**
  This program is for leaders promoted into executive roles that may not have prior formal leadership development. The program takes a deep dive into applied theories of leadership and practice. From culture to strategy and executive presence, participants will go through six weeks of intensive executive development to better position them and UTHealth for sustained success. The program consists of:

  - Executive Leadership Profile | PRO-D Assessment and LPI 360;
  - Executive Development Plan and one Coaching Session;
  - Weekly Sessions on Leadership Topics;
  - Leadership and Organizational Culture;
  - Leadership Complexity, Agility;
  - Leadership Dynamics;
  - Executive Presence;
  - Leading Change, Change Management;
  - Developing a High Performing Team;
  - Developing the Emerging Leaders around You;
Culminating Project – Advanced Leadership Topic; and
Ongoing Cohort Interaction and Leadership Resources

Target Audience is faculty and senior-level managers, directors, associate deans, associate vice presidents, and other executives. This program will accommodate 65 people per cohort. Attendance is with Sponsor approval. The program will be Instructor led and carry a cost to sponsoring department of $750 per employee.

Learning and Development
This department is a strategic partner to the schools and departments to help assess performance challenges, recommend and deliver appropriate development interventions to improve performance. This includes executive coaching, leadership and management development programs, new employee development, professional skills development, and organizational development initiatives.

Dr. Cenac closed with opening the floor for discussion:
• Is this program part of the Health Education Fellowship Program (HEFP)?
  o Dr. Cenac will look into this program to see if there are ways to leverage it with what is being developed.

SUBCOMMITTEES FOR FY 2017
Dr. Denktas thanked the members for volunteering and advised that time would be allotted for the subcommittees to meet in groups at the end of the IFC Meeting.

Dr. Denktas mentioned that at the FAC Meeting attended last month, there was a discussion regarding term limits for department head positions. She suggested that the IFC consider gathering information from each school to be prepared should the FAC request the information from UTHealth. Dr. Morano advised that there are no term limits specified; however, a survey could be sent to the Deans regarding lengths of service.

TF BURKS AWARD SELECTION COMMITTEE FY 2017
Dr. Denktas thanked the IFC members who volunteered for the Burks Award Selection Committee for FY 2017. The committee is as follows:

Elizabeth Scott, DDS, UTHealth School of Dentistry
Lanny Ling, PhD, UTHealth Graduate School of Biomedical Sciences
Heidi Kaplan, PhD, McGovern Medical School at UTHealth
Amy Franklin, PhD, UTHealth School of Biomedical Informatics
Rebecca L Tsusaki, PhD, UTHealth School of Nursing
Linda Highfield, PhD, UTHealth School of Public Health
Ms. Alixandra Baycroft, McGovern Medical School at UTHealth, SIC Representative
Mr. Jingcheng Du, UTHealth School of Biomedical Informatics, SIC Representative
Ms. Brittany Jewell, UTHealth Graduate School of Biomedical Sciences, SIC Representative
UNIVERSITY FACULTY TRIBUNAL PANEL

Dr. Denktas

Dr. Denktas advised the IFC members on the confidential electronic voting results to fill two currently vacant positions on the University Faculty Tribunal Panel. The vacant positions are now filled as follows:

Sheila Koh, DDS, UTHealth School of Dentistry, Term FY 2017 – 2020
Donald A. Molony, MD, McGovern Medical School at UTHealth, Term FY 2017 - 2020

IV. UNFINISHED BUSINESS

UTFAC UPDATE

Drs. Denktas and Anne Sereno

Drs. Gurur Biliciler-Denktas and Anne Sereno advised that they attended the UT System Faculty Advisory Council (UTSFAC) Meeting at the end of September. This group meets three times each year (September – January – April) for two days where all the academic and health science centers come together. Each UT System institution, through its faculty governing bodies, selects two designated representatives and an alternate to the UTSFAC. For UTHealth, the IFC Chair and Past-Chair are the regular members with the Chair-Elect being the alternate. UT MD Anderson has their own representative.

The UTSFAC is charged with:
1. Identifying issues of concern to the faculty, Board of Regents, or well-being of the U.T. System.
2. Responding to issues at the request of the Board of Regents, Chancellor, U.T. System Administration, and/or UTSFAC membership.
3. Conducting fact-finding, background exploration, exposition, analysis, and deliberation on issues and to develop recommendations and/or action plans for review by the UTSFAC.
4. Disseminating information to the UTSFAC, Board of Regents, and faculty and administrators of UT System institutions.

Right now, the UTSFAC is interested in the Chancellor’s Quantum Leap (Nine Leaps) that include: Texas Prospective Initiative; The American Leadership Program; Winning the Talent War; Enhancing Fairness and Opportunity; The UT Health Care Enterprise; Leading the Brain Health Revolution; The UT Network for National Security; UT System Expansion in Houston; and Student Success.

Last year, there was an initiative to do shared governance. A White Paper was done and now they are following up on it by going to the campuses to see to what extent efforts to increase shared governance is occurring. The Academic Affairs Subcommittee of the UTSFAC were in charge of this initiative.

There are some changes in employee benefits and Ms. Laura Chambers, Director of Employee Benefits addressed the UTSFAC. Ms. Chambers mentioned that she would like to visit the campuses to discuss the changes.

ACTION ITEM: Dr. Sereno suggested that we consider Ms. Chambers as a possible speaker for the IFC at UTHealth regarding healthcare changes.

There are three subcommittees of the UTSFAC:
- Academic Affairs and Faculty Quality are going to coordinate a system-wide analysis of the status of non-tenure track faculty at member institutions with the goal of encouraging better integration
of non-tenure track faculty into the essential pedagogical mission of the University, supporting them professionally, and reducing attrition rates among this valued cohort of college teachers plus at the health science centers.

- Background on this is that the academic centers were suggesting that non-tenure track faculty be provided a two year contract to permit securing a new position. They were working on a resolution to suggest new non-tenure track titles be considered carrying a longer contract term.

Dr. Quock asked whether there is a requirement that individual campuses align their tracks and ranks to Regents’ Rules. Dr. Morano provided that we, UTHealth, are allowed to set our own policy if the Regents’ Rules do not dictate against it. Anything that we do has to honor what the Regents’ Rules specifies. Mr. Eric Solberg advised that when the HOOP Committee meets, they have to take into consideration that there are six schools and six different interpretations to consider.

The IFC Chair is the IFC representative on the HOOP Committee trying to speak for all schools; therefore, Dr. Denktas requested that when the HOOP policy changes are circulated to the IFC for comments and questions, to please be sure to respond.

- **Governance** is going to work on shared governance, with the aim of encouraging open communication, accountability, and an environment of trust on every UTS campus.

- **Health Affairs** subcommittee is going to work on:
  - Partnering with UT System to define the problems academic medicine is facing, to collect data on clinical and academic time in all of our UT System health institutions;
  - Developing white paper that describes the scope of the challenges to academic medicine.
  - Convening a system-wide working group to develop innovative solutions to protect and support academic medicine; and
  - Convening a national symposium to discuss the conclusions of the working group and the White Paper as well as to hear from national experts on other ways to protect academic time, to foster the physician scientist, and to ensure the future of academic medicine and research.

A survey will be distributed in the next few months at all the health science centers to respond. Dr. Denktas will receive the notice and will send out a notice to the IFC members to encourage response.

Dr. Denktas advised that Vice Chancellor Tony Cucolo mentioned that he would be happy to visit UTHealth to speak on leadership and/or Quantum Leap.

**ACTION ITEM:** Dr. Morano discussed the possibility of having the Vice Chancellor possibly appear in a Town Hall Meeting at IMM and stream it to all schools.
V. ANNOUNCEMENTS

ASSOCIATE VICE PRESIDENT ANNOUNCEMENTS

Dr. Kevin Morano

FACULTY DEVELOPMENT LEAVE COMMITTEE (FDLC) FY 2017
Dr. Morano advised that we have a Faculty Development Leave policy and there is a standing committee that reviews and approves faculty development leave requests. In February 2015, the IFC did discuss options on how to appoint faculty to the FDLC with one faculty representative from each school. The current standing committee members of the FDLC will continue to serve as beginning members then staggered terms would be developed.

The current members are:

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<tr>
<th>School</th>
<th>Name</th>
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<tr>
<td>MMS</td>
<td>Dr. Gurur Biliciler-Denktas</td>
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<td>SPH</td>
<td>Vacant</td>
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<td>SBMI</td>
<td>Dr. Amy Franklin</td>
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<td>SOD</td>
<td>Dr. Ryan Quock</td>
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<td>GSBS</td>
<td>Dr. Zheng Chen</td>
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Dr. Morano opened the floor for discussion and to solicit volunteers. Dr. Stacy Drake from the School of Nursing and Dr. Ross Shegog from the School of Public Health volunteered for this standing committee. Dr. Morano will create staggered terms beginning with FY 2017.

VI. MISCELLANEOUS DISCUSSION

DECEMBER 2016 MEETING
The December 2016 IFC meeting is currently scheduled for December 21, 2016. Dr. Denktas felt that it would better serve the IFC to move the date from the holiday week to December 14, 2016. Upon motion made and seconded, the December meeting date was changed to December 14, 2016. A meeting request will be sent to move the date on all members’ calendars.

VII. ADJOURNMENT
A motion was made and seconded to adjourn the meeting. The meeting adjourned at 1:20 PM. The next IFC meeting is scheduled for Wednesday, November 16, 2016.

Respectfully submitted by Terrie Schade-Lugo on 11/14/2016.
Approved by Interfaculty Council on 11/16/2016.