I. CALL TO ORDER
Dr. Ryan Quock, 2017-2018 IFC Chair, called the meeting to order at 11:37 AM.

II. APPROVAL OF THE MINUTES
Dr. Quock polled the members for any objections or corrections to the minutes for October 18, 2017. Upon motion made and seconded, the minutes were unanimously approved.

III. NEW BUSINESS

Leadership Institutes at UTHealth
Dr. Julianne Cenac, Director, Learning & Development
Dr. Julianne Cenac provided an overview of FY 2018 Women in Leadership Series, The Emerging Leaders, and The Executive Leadership Institute. A copy of the FY 2018 Leadership schedule is attached and made a part of these minutes.

- Women in Leadership Series
  Dr. Cenac advised that this has been one of the most successful series. The monthly leadership seminar series is designed to develop leadership competency and efficacy in women leaders throughout the university. It features notable and nationally recognized speakers from the healthcare industry as well as corporate and nonprofit organizations. The objectives of this seminar series will be:
  - To ensure women understand the differences between managing and leading
  - To ensure women understand the role of culture in organizational leadership
  - To provide women with tools and techniques to improve their leadership
  - To provide women with knowledge about leadership trends including change management, strategy, etc.
  - To provide women with an opportunity to grow deeper in developing their personal leadership skills

- The Emerging Leaders
  The Emerging Leaders Institute is designed for newly promoted faculty or staff leaders or existing leaders (mid-career) who have not yet benefited from personal leadership development. Participants receive a personal leadership assessment and profile, and weekly, intensive group sessions. Get started developing your leadership skills. Requires supervisor approval; cost of $450 will be charged to your department. 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

The Executive Leadership Institute
The Executive Leadership Institute is the flagship program among TLI’s three institutes. This six-week program is designed to identify, cultivate, and launch existing leaders into higher levels of executive leadership within UTHealth. Prospective participant-leaders will apply for, and be selected or sponsored, to participate in this program. Take your leadership to another level. Requires sponsor approval; cost of $750 will be charged to your department. 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

Campus Reports:
Dr. Quock requested that each school’s governance officer provide a school report.

School of Biomedical Informatics (SBMI):
Dr. Amy Franklin
- Tuition proposals will be discussed on November 16.
- Professor Lex Frieden, M.A., recently received the 2017 Fries Prize for Improving Health from the CBC for being an architect of the Americans with Disabilities Act of 1990 (ADA).
- Professor Hua Xu, Ph.D. was recently awarded a data-mining grant from the American Heart Association Institute for Precision Cardiovascular Medicine and Amazon Web Services. Dr. Xu’s project is titled "Developing a data discovery index to facilitate precision medicine research in cardiovascular diseases."
- SBMI will hosts its Fall poster session on Dec. 11 at 4 p.m. in the IMM Atrium. All are invited to attend and review student research.

School of Dentistry (SOD):
Dr. Ashley Clark
- SOD’s Dr. Kalu Ogbureke, Chair of the Department of Diagnostic and Biomedical Sciences, completed his ADEA/Sunstar Americas, Inc./Harry W. Bruce, Jr. Legislative Fellowship. He sat in on the opioid crisis round table at the White House and met with Senator Ted Cruz to discuss healthcare for Texans.
- The Fall Faculty Retreat will be held December 4th and Dr. Elizabeth Travis from MD Anderson Cancer Center will be the guest speaker.
• UTSD faculty has nominated what may be a record number of faculty members for ADEA Awards.
• Each year for the past decade, the SOD has purchased a table at the ADEA Gies Foundation Award Gala. Dean Valenza decided to pass on the gala this year and redirect the $4,500 fee to the University Of Puerto Rico School Of Dental Medicine, by way of the ADEA Gies Foundation. The ADEA Gies Foundation confirms it will use 100% of the dental school’s contribution to support relief and recovery effort for the faculty, staff and students of the University Of Puerto Rico School Of Dental Medicine. The donation will be sent on behalf of everyone at the UTHealth School of Dentistry.

School of Public Health (SPH):  
Dr. Ross Shegog  
• The UTHealth School of Public Health continues to conduct a school-wide modification of its curriculum to meet CEPH requirements and competencies.  
• Faculty council discussions:  
  o Current issues:  
    ▪ Faculty joint appointments  
    ▪ Election of Faculty council co-chair  
    ▪ Adoption of a new program, EvalKit, for course evaluations  
    ▪ Department chair / campus dean evaluations  
    ▪ Teaching track’ faculty  
  o Recent discussions:  
    ▪ Shared governance  
    ▪ Three-year reviews  
    ▪ Faculty compensation  
    ▪ Faculty forum on teaching as a faculty priority  
    ▪ Burnout  
• Other (brief selection):  
  o The UTSPH Weekly Newsletter outlines all the events at the school and is available through the UTSPH website. To subscribe contact: sphannounce@uth.tmc.edu  
  o Roberta Ness, MD, MPH, James W. Rockwell Professor of Public Health, received the 2017 Abraham Lilienfeld Award from the American College of Epidemiology.  
  o Alumna Rafia Rasu, PhD, MBA, M. Pharm, received the Health Literacy Kansas Trailblazer Award.

School of Nursing (SON):  
Dr. Elda Ramirez  
• SON received a $25 million gift from Jane and Robert Cizik. In recognition of the Cizik family, the school has been renamed Jane and Robert Cizik School of Nursing at UTHealth.  
• Two faculty members were recognized in the top 20% of the Texas Nurses Association in District 9; one was a silver recipient and the other a bronze recipient.

McGovern Medical School (MMS):  
Dr. Monica Verduzco-Gutierrez  
• MMS inducted 12 new members into the prestigious Academy of Master Educators.  
• Dr. Hazim Safi was admitted into the Academy of Athens, making history with his induction as a Corresponding Member. He is the second cardiothoracic and vascular surgeon from the United States to be inducted into the Academy, joining the late Dr. Michael DeBakey, under whom he trained, as the only other American cardiovascular surgeon at the institution.  
• At the last Senate meeting, Dr. Muhammed Zare presented on his research on Physician burnout and interventions at Harris Health.
• The Senate is creating a subcommittee on Physician Wellness. We have volunteers and Dr. Morano will be spearheading this project.

Graduate School of Biomedical Sciences (GSBS):

Dr. Ines Moreno-Gonzalez

GSBS Tuition plan

• October 3rd, UT-System required GSBS to prepare a five-year tuition and fee proposal to be effective Fall 2018 and ending Fall 2022.
  o Necessary to put GSBS more in line with other institutions
  o GSBS has had a decline in funding revenue.
• October 25th, the Student Fee Advisory Committee (SFAC) met as required.
  o Propose to delay tuition increase to Fall 2019 (so will not impact currently enrolled MS students)
  o Two-step plan:
    ▪ Fall 2019: An annual increase of $792 (from $4,995 to $5,787)
    ▪ Fall 2022: An annual increase of $792 (from $5,787 to $6,579)
  o November 17 is the deadline for GSBS tuition and fee proposals to UTHealth Office of Academic Affairs and Student Success.
  o On December 18, the tuition and fee proposal needs to be submitted to UT System Office of Health Affairs.

GSBS Program Reshaping:

• Goals accomplished:
  o 13 PhD Programs were reduced to 9 Programs
  o Faculty and students have affiliated with our current Programs
  o Program leaders and Steering Committees were appointed by the deans for this academic year only
  o Programs appointed subcommittees to advise their leaders on program matters
  o Programs submitted curriculum plans that were approved by the Curriculum Committee
  o Program coordinators were hired by the GSBS and now manage specific programs
  o Retreats and other program events were held or are being planned
  o Some Programs have submitted drafts of their Bylaws for approval
• Ongoing goals:
  o Each Steering Committee is expected to meet at least semi-annually to discuss the academic and administrative aspects of the Program
  o Program-wide faculty meetings should be held at least semi-annually to conduct program business.
  o Each Program should evaluate its curriculum regularly and make needed improvements
  o Election of Program leaders should take place by next summer, if not before.

IV. UNFINISHED BUSINESS

University Faculty Tribunal Panel

Dr. Quock

• Dr. Quock advised that the IFC is charged with choosing the delegates for the University Faculty Tribunal Panel—which do not have to be members of the IFC. The Faculty Tribunal Panel: HOOP 133, Faculty Termination, requires that a faculty tribunal panel be set up as a standing panel to
permit the President to draw from when a situation arises. For FY 2018, the IFC is charged with deciding on two new members. Dr. Quock advised that we received two (2) nominations for the two(2) open 3-year term panel vacancies both tenured faculty Stephen Linder, PhD, Professor from SPH and Nadarajah Vigneswaran, BDS, DrMedDent, DMD, Professor from SOD. He requested the IFC for permission to have a vote of affirmation for these candidates. Upon motion made and seconded, the two candidates were unanimously approved.

VI. ANNOUNCEMENTS

Associate Vice President Announcements

Dr. Kevin Morano

Dr. Morano provided information on the upcoming events of the Women Faculty Forum (WFF) at the McGovern Medical School.

• Twice a year the WFF run career roundtable events. One of these events happens to be scheduled for Wednesday, November 15, 2017 from 4:30 – 6:30 PM, 5th floor Art Gallery. This event is aimed at assisting women faculty; particularly those early in their careers navigate the waters of an academic career.
  ▪ First topic is wellness and resiliency to be led by Ms. Robin Dickey, a licensed therapist and certified wellness coach, is a new faculty assistance specialist who was hired recently to help faculty navigate the many available EAP services, from counseling to legal assistance and financial well-being for both faculty and their family members.
  ▪ Second topic is creating leadership opportunities in science and medicine to be led by Dr. Danielle Garsin.
  ▪ Third topic is the leadership programs to be led by Dr. Julianne Cenac.

• March 2018: WFF Spring Seminar. This event will feature a brief talk by Dr. Carolyn Meltzer, Associate Dean for Research and Professor Radiology at Emory University. Her talk will cover her experience and accomplishments as a woman working in science.

VII. MISCELLANEOUS DISCUSSION

IFC Subcommittees for FY 2018

Dr. Quock

Dr. Quock thanked the members for volunteering and advised that remaining time at the end of this meeting would be allotted for the subcommittees to meet in groups.

VIII. ADJOURNMENT

A motion was made and seconded to adjourn the meeting. The meeting adjourned at 12:17 PM and the subcommittees until 1:00 PM. The next IFC meeting is scheduled for Wednesday, December 20, 2017.

Respectfully submitted by Yuliana Nunez on 11/06/2017.

Approved by Interfaculty Council on 01/24/2018.