Interfaculty Council Meeting Minutes  
FY 2019 – February 20, 2019 – UCT 1726

Present:  Dr. Syed Hashmi, Dr. Elda Ramirez, Dr. Ryan Quock, Dr. Gurur Biliciler-Denktas, Dr. Nicholas De Lay, Dr. Ines Moreno-Gonzalez, Dr. Joseph Alcorn, Dr. Nathan Carlin, Dr. Carmen Dessauer, Dr. Semhar Ghebremichael, Dr. Heidi Kaplan, Dr. Donald Molony, Dr. Kenya Parks, Dr. Tiffany Champagne-Langabeer, Dr. Luca Giancardo, Dr. Kirk Roberts, Dr. Cameron Jeter, Dr. Ariadne Letra, Dr. Hugh Pierpont, Dr. Nikolaos Soldatos, Dr. Stacy Drake, Dr. Allison Edwards, Dr. Francine Snow, Dr. Rebecca Tsusaki, Dr. Cecilia Ganduglia-Cazaban, Dr. Craig Hanis, Dr. Ross Shegog, and Jeffrey Ackroyd

Absent: Dr. Amber Luong, Dr. David Marshak, Dr. Monica Verduzco-Gutierrez, Dr. Cui Tao, Dr. Michael Swartz, Ms. Bridget Smalley, and Ms. Terrie Schade-Lugo

Guests:  Ms. Debbie Sibley and Mr. Travis Ford Holder, TMC Library; and Ms. Amy Dixon, Dr. Sujatha Sridhar and Vyju Ram

Ex-Officio Attendees:  Dr. Kevin Morano, Dr. Michael Blackburn

Administrative Personnel:  Ms. Terrie Schade-Lugo, CAP

I. CALL TO ORDER  

Dr. Syed Hashmi, IFC Chair FY 2019, called the meeting to order at 11:31 AM.

II. APPROVAL OF THE MINUTES  

Dr. Hashmi polled the members for any objections or corrections to the minutes for November 28, 2018, and January 16, 2019 meetings. Upon motion made and seconded, the minutes were unanimously approved.

III. NEW BUSINESS

TMC Library Representatives:  Deborah Sibley, MLS, MEd, Executive Director, and Travis Ford Holder, MLS, MA, Liaison Librarian

Ms. Debbie Sibley introduced herself and advised that as everyone is aware, many changes have occurred with The TMC Library over the past couple of years. Access to the TMC Library is through the UTHealth intranet where a link is found to access the Library. Measures are being taken to upgrade the Library website to increase accessibility. Mr. Travis Ford Holder is the TMC Library Liaison Librarian for UTHealth working with the IT personnel. Travis demonstrated the most common way to connecting to the Library website for accessing journals. He advised that the best way to address any authentication issues is to log into the UTHealth Intranet and then use the link to connect to the Library. Please reach out to Travis as a resource for assistance.

HOOP 20 Discussion:  Amy Dixon, JD, Office of Legal Affairs, and Vyju Ram, MD, Assistant Director, COI Programs  
Sujatha Sridhar, MBBS, Executive Director, Research Compliance, Education & Support Services  
Michael R. Blackburn, PhD, Executive Vice President & Chief Compliance Officer

Dr. Hashmi requested an overview be provided to the IFC attendees regarding the changes to HOOP 20 – Conflict of Interest, Conflict of Commitment and Outside Activities. Dr. Michael Blackburn advised that he was tasked with reviewing the policy regarding disclosures to ensure that the institution is compliant with NIH, largely, in what we report. The high-level analysis revealed that all of the policies are in place, and now tweaking the language and adding clarification is done to head off misunderstandings. Ms. Amy Dixon, and Drs. Sujatha Sridhar and Vyju Ram, have been working on this policy for the last six months. Ms. Dixon explained that the
changes made in HOOP 20 were directly related to the updating of the Decision Matrix. *(HOOP 20 Draft and the Decision Matrix Draft is attached and made a part of these Minutes.)*

- Decision Matrix: Previously this matrix was only for faculty activities, specifically; it has been broadened to encompass all employees, i.e., faculty and non-faculty. She explained that there were different standards for non-faculty versus faculty, which is reflected in the matrix. Categories 1 and 2 contained the most substantial changes.
  
  o Category 1 discussion items, in particular, are as follows:
    ▪ The category title was clarified to read: *Academic activities that clearly contribute or are integral to the mission of the university*;
    ▪ Point A was clarified to read: *Serving on a US federal, state, or local government agency committee, panel, or commission (e.g., NIH review panel)*;
    ▪ Point B was clarified to read: *Reviewing grant or contract proposals on behalf of US federal, state, or local government or US non-profit entities*;
    ▪ Point C was in the policy, just moved to this location.
    ▪ Point E was changed to drop “attending and”: *Presenting at scholarly conferences*;
    ▪ Point F was added and reads: *Serving as a committee member, officer, or board member of a professional or scholarly organization*;
    ▪ Point G was added and reads: *Serving on an advisory committee for non-profit entities clearly related to the employee’s role at the university*;
    ▪ Point H was mandated by UT System and reads: *Developing scholarly communications (e.g., books) consistent with intellectual property and other applicable UT System and institutional policies and guidelines.*

For many years, the limit on the Category 1 pre-approved activities (do not require pre-approval) was 30 working days or 240 working hours in a fiscal year. This meant that one could use to the 30 working days limit and if you went over, pre-approval must be requested. A couple of years ago, the time limit was changed to 50 working days. Recently, the Medical School, in particular, suggested moving it back to the 30 working day time limit because most faculty are well below that threshold; and if there some that are out of the office often, pulling it back to 30 working days would help to keep better track of the activities as well. Nevertheless, if time is needed over the 30 working days, it can happen with approval.

  o Criteria to retain honoraria now reads as follows:
    1- *Services are not requested because of employee’s official position/title at the university (as opposed to his or her expertise).*
    2- *Employee does not exercise discretion related to contracts, purchases, or other financial transactions involving the entity paying the honoraria. (If so, certain restrictions apply to accepting honoraria.*)
    3- *The honoraria would not influence the employee’s university responsibilities.*
    4- *Employee may only accept fair market value for specific, legitimate services provided to for-profit entities.*
    5- *Payment must be commensurate with time and effort.*
    6- *The terms of the arrangement, services provided, and compensation must be set forth in writing.*

  o Category 2 discussion items were as follows and do require prior approval:
    ▪ The category title was added and reads: *Activities that do not clearly contribute or are not integral to the mission of the university*;
    ▪ Point A remains basically the same with only ”or talent program* being added, so it reads: *Outside employment or other compensated activities, such as consulting, advising, teaching or speaking, for any entity, outside institution (see exclusions in Categories 1 and 3), or talent program*;
A talent program is a recruitment program (often sponsored by a foreign government) that seeks to recruit top scientists, engineers, academics, researchers, and entrepreneurs, particularly those working or educated in the United States. Such programs often require some sort of commitment from the individual in question in return for a financial or other inducement provided to the individual.

The talent program was added and disclosure is required.

Dr. Hashmi requested that the attendees further review the Decision Matrix and to please contact Dr. Vyju Ram if further questions or concerns arise.

**Campus Reports:**

**All Schools**

**Cizik School of Nursing**

- New Harris County Sudden Unexpected Infant Death study led by Stacy Drake
  - To help Harris County better target its preventive strategies for sudden unexpected infant death (SUID), researchers from SPH and Cizik SON at UTHealth have identified common themes as well as areas of our county (they are the first to break down this tragedy by zip code in HC) where these tragic deaths are most likely to occur.
  - The research, conducted in collaboration with the Harris County Institute of Forensic Sciences appears online ahead of publication in the *American Journal of Forensic Medicine and Pathology* – is available at [doi: 10.1097/PAF.0000000000000455](https://doi.org/10.1097/PAF.0000000000000455)
  - Drake said SUID is defined as the sudden and unexpected death of an infant less than one year of age. Each year, about 3,500 infants in the United States die from SUID, according to the Centers for Disease Control and Prevention (CDC).
  - Three high-risk geographic areas were identified in Harris County: 1) north central that includes Aldine and Greenspoint; 2) northeast area that contains the Fifth Ward; and a third is 3) south and encompasses Sunnyside and South Park - highlighting that the prevalence of SUID occurred primarily within areas of poverty.
  - Modifiable risk factors identified in the study include unsafe co-sleeping, improper sleep position (need to be placed on their back), not sleeping in a crib (adult bed, couches and pallets were notable), an unsafe environment (such as with pillows, blankets, and stuffed toys), tobacco use, and alcohol use.
  - The researchers abstracted data from death investigation records. Drake’s UTHealth coauthors include Associate Professor Eileen Giardino, Ph.D., R.N. and Yijiong Yang, M.H.A., Cizik School of Nursing; Thomas F. Reynolds, Ph.D., School of Public Health.

- Sandy Branson studies health benefits of pet caretaking for older U.S. adults
  - A research project by Cizik School of Nursing Assistant Professor Sandra Branson, Ph.D., R.N., Department of Research, is one of five in the nation to win 2019 competitive funding from The Human Animal Bond Research Institute (HABRI). HABRI funds research focused on the positive effects of human-animal interaction on human health.
  - Branson’s project, with Cizik School of Nursing statistician Stanley Cron, M.S.P.H, is “Pet Caretaking and Risk of Cognitive Impairment and Dementia in Older U.S. Adults”
  - The amount of the HABRI grant is $16,181. The project runs for the next year until March 2020.
  - Caring for a pet is associated with reducing cerebrovascular or cardiovascular risk, improving physical activity and social engagement, and reducing loneliness and depression.
  - Branson’s project will draw on data of 5,000 older American adults who were followed through a nationally representative longitudinal probability cohort study – the Health and Retirement Study – and responded to a question on pet caretaking over a 14-year time period (2002-16).
  - Francine Snow and Linda Brown lead The Power of Nursing: Embracing the Healer’s Art. *The Power of Nursing: Embracing the Healer’s Art* is being offered for a second time with 18 volunteer students
and 2 faculty who have signed up as learners - this powerful introspective seminar consists meets on Thursday afternoons this spring.

- Dr. Susan Cooley was contracted by past Dean Frazier to bring this curriculum to the SON for the first time last spring. We have invited Dr. Cooley to deliver one of the 5 sessions again this spring.
- The program is similar to The Healer’s Art program part of the McGovern Medical School curriculum. Both programs are sponsored out of the Remen Institute at Wright University in Dayton, OH.
- The program brings into our consciousness concepts, traits, attributes that we often push down and ignore once we get into our schools and professions….in scientific terms – Our Shadows. ... and brings into greater relief the healing attributes of our professions ... we bring our selves / our humanity and the energy that is associated with this ... generous non-judgmental listening, being present and mindful, and a whole lineage of healers going before us who gave us inspiration and the values driving our calling.
- Excited to be approved for an elective in the fall 2019. Program Co-Directors are SON faculty – Dr. Francine Snow, DrPH, MSN, RN-BC and Dr. Linda Brown, PhD.

**Graduate School of Biomedical Sciences**

**Dr. Ines Gonzalez-Moreno**

- **GSBS Faculty Meeting Dean’s report:**
  - Change in UTHealth alcohol policy update (especially for students’ retreats and social events). There must be a sponsor during the event that will not be able to ingest alcohol. It could be a faculty or administrative staff. No announcement of alcohol to attract students to social events.
  - New Associate Dean of Career Development, Diversity & Alumni.
  - New GSBS course on NIH fellowship proposal development (9 weeks, will cover all documents needed in a NIH application but the research plan).
  - Increased number of applications to F-awards
  - Admissions:
    - Total PhD applications received: 810
    - Total complete PhD applications: 717
    - PhD applications reviewed by Admissions Committee: 509
    - Interview offers: 149 (including Skype)
      - Declined offer to interview: 3
    - Total SMS applications received: 244
    - Total complete SMS applications: 235
      - Genetic Counseling: 224
      - Medical Physics: 11
    - Total MS in Biomedical Sciences received to date: 14

- **Commencement 2019:** The ceremony will be held on Saturday, May 18 10:00 am, at Rice University, Shepherd School of Music, Alice Pratt Brown Hall. Dr. Peter Pisters, the president of MD Anderson, will be the keynote speaker.

- **GSBS Student Research Day:** June 27, Onstead Auditorium and Forum Mitchell BSRB. Reception and poster preview on Wednesday, June 26 from 5:00-6:00 pm

- **2019 visitation weekends:** Visitation events on Feb. 7-9, Feb. 21-23, Feb. 28- March 2, and March 7-9. Students are needed to walk prospective students around campus and attend welcome dinners.

- **Mentoring Works! One-day GSBS faculty workshop:** Feb. 27, 9-4 pm. This workshop for GSBS faculty will focus on graduate student mentoring.

**McGovern Medical School**

**Dr. Nathan Carlin**

- The medical school has had a reorganization in administration: Johnson George is Executive Director of Administrative and Faculty Affairs.
• Dean Stoll would like, as a part of her vision, to improve the lives of women faculty at McGovern Medical School. One way she is pursuing this is by having conversations with the Department of Psychiatry as well as other appropriate persons to provide post-partum depression screening for women faculty who deliver. Dr. Carlin is asking for more concrete ideas to pass along to the Dean.

**School of Biomedical Informatics**

**Dr. Tiffany Champagne-Langabeer**

• **HIMSS International:** About half of our faculty and nearly all of Student Affairs spent last week in Orlando at the HIMSS International Conference. This very large conference (45,000 people) hosts the latest in health policy, technology, and innovations from across the globe. Several students and faculty presented their work in nursing informatics and in education in health information technology.

• **SBMI Hosts Third Annual Health Technology and Policy Speaker Series:** On Feb. 26, SBMI will host the third annual Health Technology & Policy Speaker Series sponsored by Vorys. This year, SBMI will host Kevin Fickenscher, MD, CPE, FACPE, FAAFP, President/CEO of CREO Strategic Solutions. Dr. Fickenscher will speak on “Embracing the Reformation of Healthcare through Technology, Transparency, Transformation, and Innovation.” The seminar is open to the public and will take place in SBMI’s new building expansion (7000 Fannin St., UCT E-612 & E-614) from 8:30 to 10 a.m. Refreshments will be served and we hope all from the UTHealth Community can attend.

• **Faculty Survey:** Dr. Luca Giancardo, as part of the IFC subcommittee, will deploy a short survey to assess faculty understanding of the promotion and tenure process as well as the current level of mentoring of junior faculty.

• **Participation in IPE Exercise:** As a part of the transition to clerkship rotation, we are incorporating a Mass Casualty Drill to allow students from all the schools at UTHealth to practice interprofessional team skills while learning how to respond appropriately to a disaster. We are making final preparations for the simulation on May 1, and are now recruiting faculty facilitators. Facilitators will observe a group of ~20 students during a 25-minute simulation, and then debrief them for another 25 minutes afterwards. There will be handouts to help you record what you observe and give meaningful feedback. We have flexible start and finish times throughout the day—if you are available for more than one shift (or an early start/late finish), we would be very grateful. We will have approximately 475 students participate in the simulation throughout the day. Contact tiffany.champagne@uth.tmc.edu with questions.

**School of Dentistry**

**Dr. Nikolaos Soldatos**

• **Spring Faculty Assembly:** Thursday February 21 (highlights of the agenda)
  o Climate Survey discussion
  o UTPD bicycle and pedestrian safety course
  o IFC subcommittee survey promotion and tenure and current level of mentoring junior faculty-Dr. Jeter-short presentation and survey distribution
  o Wellness clinic update-UT Physicians, presentation with Dr. Novak and UT Physicians COACH team
  o Enrollment update was provided by Dean Valenza regarding the International Program for students.

• **Faculty retreat** in May 30-31 (Joint faculty and staff retreat)-Thursday morning-<<Faculty, let me explain presentation>> from Kimberly Johnson

• **CODA update:** MOCK visit on June 18 morning

• Dr. Kalu Ogbureke (Professor of Oral and Head Neck Pathology) received an award on successful completion of service as a Fulbright Distinguished Chair at the University of Birmingham, Birmingham, U.K.

• Interfolio faculty evaluation software: One last signature and then the contract goes to Interfolio to put everything in motion, it will be released on July 13.

• Guest at Faculty Senate was Dr. Cindy Farach-Carson (Professor; Director of Clinical & Translational Research), who provided an update to the senate for the clinical research at the school.
School of Public Health: Dr. Ross Shegog

- Revisions to the ITV infrastructure continue with classes on how to activate (or deactivate) access to class recordings using Panopto as part of an emergency response plane to enable retention of class schedules, and with classroom technology open houses on the new ITV platform.
- The faculty Council is reviewing protocols on external reviewers for T&P.
- UTSPH survey results (regarding AAR and faculty workload) on the priorities for Faculty Council provided the following top issues were:
  o Promote communication between faculty and administration across all campuses
  o Retention of faculty at the School
  o Promote cooperation between faculty and administration across all campuses
  o Collaborate with the administration on a plan of faculty workload that is transparent for tenure-track, tenured, and non-tenure track faculty
- The faculty council reviewed and revised the Bylaws such that the Chair, Chair-Elect, and Past Chair will all be voting members of School of public Health Executive Council (SPHEC) going forward.
- Dean Boerwinkle will be keynote speaker for the EPI/LIFESTYLE 2019 Scientific Sessions.
- Media coverage included quotes from Dr. Deanna Hoelscher on grants totaling nearly $3.7 million that will support efforts to combat obesity in Texas.
- Faculty at UTSPH (Shegog and Rowan) were instrumental in securing funds from the Arts Alliance of Houston in conjunction with a non-profit organization (CHAT) to develop the Gulfton Story Trail (12 enduring community art murals inspired by the immigrant/refugee experience).
- The Annual Diversity Fair will be held on March 14.
- Approximately five dissertations were defended in the last 3 weeks.

UTFAC Meeting Update: Dr. Gurur Biliciler-Denktas

- Dr. Gurur Biliciler-Denktas advised that the UT Faculty Advisory Council (UTFAC) met Chancellor James Milliken.
- The Chancellor mentioned the free speech document that the UTFAC presented to Chancellor McRaven last year. Many other institutions are going with the Chicago Free Speech Statement but the UTFAC unanimously voted not to endorse that document but to continue to work on it and present it in April 2019. The Chancellor apparently wants it before our April meeting, so we will have a phone call with him and see what his requests are from us.
- The Workload Policy was discussed. A core group of representatives from each health science center has been formed.
- Mr. Tony Cucolo talked about the positions that have been changed and/or dismissed by the end of the fiscal year.
- The budget for the Quantum Leap Programs is no longer available.
- Student’s Success in the health science centers is being looked at now as it has been reviewed at the academic institutions.
- On the Academic Affairs side, the UTFAC is looking at teaching effectiveness and evaluation will be reviewed.
- At the April 2019 UTFAC Meeting we will be looking for a Chair-Elect for FY 2020.

IV. UNFINISHED BUSINESS

Thomas F. Burks Review Committee Results for FY 2019 Dr. Carmen Dessauer

The Thomas F. Burks Selection Committee for FY 2019 began their review process in December 2018 and concluded on February 18, 2019 with the recommendations to the IFC Membership as follows:
- The Selection Committee participated in an Electronic Meeting where the ranking revealed that three (3) nominees’ scores set them apart from the rest of the nominations.
The Committee unanimously decided to make three (3) awards for FY 2019.

- Jennifer Hillhouse from CSON was voted as the FIRST PLACE awardee and the Selection Committee set her award amount at $1500;
- Jingcheng Du from SBMI was voted as the SECOND PLACE awardee and the Selection Committee set his award amount at $750; and
- Kimberly Dsouza from SBMI was voted as the THIRD PLACE awardee and the Selection Committee set her award amount at $750.

Upon motion made and seconded, the IFC Membership unanimously approved the Burks Selection Committee’s recommendations, as presented.

V. ANNOUNCEMENTS

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

- ROTA Awards process at UTHealth: Dr. Morano reminded the attendees that the deadline for nominations submissions from the schools is March 1. We look forward to great applications being received as well as

**Faculty Status, Rights, and Responsibilities Subcommittee – Update**  
*Dr. Ines Moreno-Gonzalez*

- A survey has been created and is to be circulated in the next weeks to all faculty. It will be announced at the upcoming faculty assembly meetings with the request to respond. The survey is to find out what is the knowledge base of all faculty on the promotion and tenure process, and on the quality of junior faculty mentoring. The school representatives on this project are: Cameron Jeter for the School of Dentistry, Allison Edwards for Cizik School of Nursing, Luca Giancardo for the School of Biomedical Informatics, Nathan Carlin for McGovern Medical School, and Ross Shegog for the School of Public Health.

**Suggestion Regarding Creating a Newsletter from the InterFaculty Council:** Dr. Hashmi solicited whether the IFC wanted to take on creating a newsletter of the happenings at each school. He suggested that the attendees consider the suggestion and it would be discussed at a future meeting.

**Legislative Update Requested:** A request was received for a legislative updated. The Legislative Session is currently in process in Austin. Mr. Scott Forbes is slated to attend the September 2019 IFC Meeting, after the conclusion of this year’s session is completed. President Colasurdo is slated to attend the May 2019 IFC Meeting and possibly will be providing details to the attendees.

**The Board of Nursing Bill to have Full Practice Authority for Nurse Practitioners in Texas.**

**IFC Meeting is not scheduled for March 2019.**

VII. ADJOURNMENT

A motion was made and seconded to adjourn the meeting. The meeting adjourned at 1:07 PM. The next IFC meeting is scheduled for Wednesday, April 17, 2019.