Interfaculty Council Meeting Minutes
FY 2019 – September 19, 2018 – UCT 1726

Present: Dr. Ryan Quock, Dr. Syed Hashmi, Dr. Elda Ramirez, Dr. Gurur Biliciler-Denktas, Dr. Nicholas R. De Lay, Dr. Ines Moreno-Gonzalez, Dr. Joseph Alcorn, Dr. Carmen Dessauer, Dr. Amber Luong, Dr. David Marshak, Dr. Donald Molony, Dr. Tiffany Champagne-Langabeer, Dr. Kirk Roberts, Dr. Cui Tao, 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. Michael Swartz, and Ms. Bridget Smalley

Absent: Dr. Nate Carlin, Dr. Heidi Kaplan, Dr. Monica Verduzco-Gutierrez, Dr. Kenya Parks, Dr. Semhar Ghebremichael, Dr. Luca Giancardo, Dr. Ross Shegog

Ex-Officio Attendees: Dr. Kevin Morano

Administrative Personnel: Ms. Terrie Schade-Lugo, CAP

I. CALL TO ORDER

Dr. Ryan Quock, 2017-2018 IFC Chair, called the meeting to order at 11:35 AM.

Dr. Quock recognized Dr. Gurur Biliciler-Denktas for her leadership and service as Chair-Elect, Chair, and Past Chair during FY 2016-2018 and presented her with an Appreciation Certificate and gift. Dr. Denktas will continue attending the IFC meetings as an ex officio member as she is the newly elected Chair-Elect of the UT Faculty Advisory Council.

Dr. Quock passed the gavel to transition the Chair position to Dr. Syed Hashmi as the 2019 IFC Chair. Dr. Hashmi recognized Dr. Ryan Quock and thanked him for his leadership of the IFC for FY 2018. Dr. Hashmi introduced himself as IFC Chair for FY 2019 and, Dr. Kevin Morano as the Associate Vice President for UTHealth Faculty Affairs and Development. Next, the attendees introduced themselves and provided a brief introduction.

Parliamentary Procedures Overview

Dr. Elda Ramirez, Chair-Elect FY 2019

Dr. Elda Ramirez provided the attendees an overview of parliamentary procedures.

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 July 18, 2018. Upon motion made and seconded, the minutes were approved with one abstention.

III. NEW BUSINESS

Campus Updates

Dr. Hashmi advised the membership –for the new members benefit, that each month he would call on the faculty governance representatives of the schools to provide a school report.

McGovern Medical School

Dr. Hashmi

- Dr. Hashmi advised that their election process for representatives to the Interfaculty Council ran late this year and, not all members were able to attend in light of being advised late on Tuesday, September 18.

Graduate School of Biomedical Sciences

Dr. Ines Moreno-Gonzalez

- New 2018/19 Faculty President, Dr. Michael Lorenz will replace Dr. Dihua Yu.
- 2018/19 Vice President/President-Elect of the Graduate Faculty: Dr. Joya Chandra was nominated.
- New chairs and new members of 2018/19 Standing Committees
Changes at GSBS include: Dr. Andrew Bean, Dr. Wilson-Pham, and Sina Safayi have left; Dr. Eric Swindell has been promoted to Associate Dean of Graduate Education; and we have a vacant position for Assistant Dean of Diversity and Alumni Affairs.

Lab Coat Ceremony & Reception 2018: On October 21, we will have the lab coat ceremony that will recognize rising 2nd-year students and their new advisors. Dr. Laurence Court is the recipient of the 2018 Darlington Mentor Award for GSBS Faculty.

Career Expo: On October 27, Naturejobs will host the inaugural Naturejobs Career Expo Texas, in association with GSBS. The event offers talented graduate students, postdocs, and scientists an excellent opportunity to meet a diverse selection of national and international employers from academic institutions and scientific industries.

End of the Year Admissions Report: Increase in the number of applicants, not PhD students but in Specialized Master’s students. There is a decrease in diversity. There is a new Wait list for applicants.

GRE and Admissions: GRE will not be necessary for next year admissions. Probably still necessary for some programs such as Genetic Counseling.

School of Dentistry

Fall faculty assembly; October 2. President Colasurdo is expected to attend.
  o President Colasurdo will attend.
  o Accreditation update; second draft of our study was delivered to the consultants; they will give us feedback at the faculty assembly.
  o Main speaker; Dr. Todd Siler (main speaker) is an American multimedia artist, author, educator, and inventor, equally well known for his art and for his work in creativity research. A graduate of Bowdoin (Bo-din) College, he became the first visual artist to be granted a PhD from MIT (inter-disciplinary studies in Psychology and Art, 1986). In 2011, he became the recipient of the Leonardo da Vinci World Award of Arts in recognition for his extraordinarily creative and innovative contributions to contemporary and visual arts, for stimulating creativity, inspiring innovation, and uniting art and science to enrich the experience of creative learning. (Title of his presentation: Metaphorming and the Art of Science Learning)

Spring Faculty Assembly; February 21st at the Cooley center, located at UTSD

New chair of Department of Restorative Dentistry and Prosthodontics; Dr. Maria Loza, started 9/1/18.

New chair of Pediatric Dentistry; Dr. Gregory Olson, starts 12/1/18

Flu vaccine policy at UTSD; should OR must, discussion with other UTHealth Schools

If faculty or staff opt-out, they need to wear a mask from November till March.

Dean Valenza discussed with the department chairs to help Junior Faculty or New Faculty HOW to digest the negative student evaluation comments.

UTSD Facilities update; (i) our parking expansion project has not met the deadline of September 18, (ii) bike cages will be added around our building.

UTSD 4th floor; outside the lecture rooms there are display cases installed to highlight student organizations and leadership.

Summer Health Professions Education Program funded by the Robert Wood Johnson foundation for undergraduate students who express interest in health professions; Medicine, Dentistry or Nursing. It was a 6-week program. This year there were 40 students for Medicine, 20 for Dentistry and 20 for Nursing. It is a good way for all 3 schools to better target their audience and for students to get familiar with health professions. School of Public Health created a very nice video for UTSD, about the students’ feedback from the program. It is on our website.

Our bylaws are finalized and approved by the Dean and the legal department.

School of Biomedical Informatics

Received two (2) new CPRIT Grants: (1) Screening grant as a Co-PI (Janice Blalock, MDACC, Deevakar Rogith, SBMI, Co-PI), Increasing Access to Smoking Cessation and Smoke Free Home Services for Low-
Income Pregnant Women in Northeast Texas – $1,346,919; and (2) Cancer Genomics Core grant from CPRIT UTHealth Cancer Genomics Core (Zhongming Zhao)— $4,429,126) for a total of $5,776,045.

- Dr. Amy Franklin named Assistant Dean of Faculty Affairs and Business Development.
- On September 14, we held PASS Day for students (Planning for Academic Success at SBMI) where we discussed each of our academic tracks, held a panel with experts in each area, and had a resume workshop with one-on-one resume reviews afterwards.
- Our new building is on schedule to open in December – with classes starting in spring of 2019 in the new space.

Cizik School of Nursing

- Dr. Lorraine Frazier, Dean of the Cizik School of Nursing left on August 20, 2018.
- Dr. Diane Santa Maria is our Dean, ad interim, until a new Dean is seated.
- Our Dean of Management, Mr. Kevin Burnett, will be leaving the Cizik School of Nursing at the end of September. Executive leadership is assisting and providing support.
- Dr. Elda Ramirez is a member of the Cizik School of Nursing Dean Selection Committee.
- Dr. Mary Ellen Ross received The Good Samaritan Foundation’s Gold Medal, one of its highest honors, in the 2018 “Excellence in Nursing” Awards.
- Cizik School of Nursing is moving forward with the simulation lab upgrade; hoping to be a ‘certified’ simulation laboratory.
- Civility was discussed at the school level.
  - A brief discussion was held concerning unprofessional or uncivil behavior occurring in all schools.

School of Public Health:

- The Fall General Faculty Meeting was held.
  - Dean Boerwinkle reported on the new TMC3 and the exciting plans for a new population health center and new immigrant/refugee health center.
- The faculty are engaged in developing a three-year review policy for new faculty as well as we have started revising the faculty compensation plan.
- SPH is up for reaccreditation and will have a site visit in about one year from now.

IFC Subcommittees

Dr. Hashmi provided the attendees with information on the IFC Subcommittees and opportunities to participate. He advised that he would discuss the subcommittees’ charges, in depth, at the next meeting.

Thomas F. Burks Scholarship for Academic Merit

The Office of the Executive Vice President and Chief Academic Officer (EVP/CAO) manages university scholarship endowments; the TF Burks Scholarship endowment is one of these endowments. The EVP/CAO’s office provides the notice, including guidelines and process information, to the schools. Each school is able to submit up to two (2) applications by December 1. The IFC/SIC Selection Committee reviews up to 12 (twelve) applications for the award and selects the awardee(s). This fiscal year there is $3,000 available for awarding. The process involves forming a subcommittee of IFC members, one member from each school and includes three students from the Student InterCouncil (SIC). The attendees were requested to send an email to Terrie Schade-Lugo, if they were interested in participating on the TF Burks Award Selection Committee.

IFC Bylaws

The membership was provided a copy of the IFC Bylaws as revised and approved on 06/20/2018.

Faculty Tribunal

Dr. Hashmi explained that HOOP 133 – Faculty Termination, outlines the process to be used and the procedures that the university will follow, in cases of termination of employment or termination before the
expiration of the stated period of appointment at UTHealth, who has been granted tenure. During the process, there may be a need for a hearing. If there is cause for a hearing, the President will appoint a tribunal of at least three (3) faculty members to hear the accusation. Per policy, the Tribunal Panel consists of nine (9) tenured faculty members. The IFC nominates six panel members and the President selects three members. Currently, the panel has two (2) vacancies, and the IFC is to nominate two (2) new panel members. The attendees were requested to send their nominations to Dr. Hashmi and Terrie Schade-Lugo. Once nominations have been received, a confidential electronic poll will be circulated for the IFC members to select nominees to fill the two open panel positions. The results will be submitted to Dr. Kevin Morano to provide to President Colasurdo.

**IFC Attendance Policy**  
*Dr. Hashmi*

Dr. Hashmi provided a reminder to the IFC membership regarding IFC Bylaws, Article 3, Membership, Section 6: Loss of IFC Appointment.

> “Any member of Interfaculty Council, other than *ex officio*, who is absent from three consecutive or four total regular/special meetings during an academic year shall forfeit their position and be replaced by another representative of the school using the procedures for filling vacancies in Section 5 of these bylaws. The Secretary of the IFC shall monitor attendance and implement loss of appointment procedures on behalf of the Chair. A member may select another faculty member to represent him/her at a meeting; however, an alternate representative may be used for no more than three IFC meetings per year.”

Dr. Hashmi advised that the members received a listing of meeting dates in their packet materials. Dr. Biliciler-Denktas suggested changing the meeting schedule to be off in July and then having the last meeting in August 2019. After discussion, a motion was made to move the July meeting to August and having no meeting in July; it was seconded, and unanimously approved.

### IV. UNFINISHED BUSINESS

**Faculty Burnout Project Update**  
*Dr. Hashmi*

The mandate/charge from UT System was on academic health centers physician wellness, later to be termed physician burnout. Dr. Morano organized a working group and task force at McGovern Medical School to work on the responses that would work best in their local environments for physician burnout. In the course of conversation in the IFC meeting, an ad hoc group was formed to look at the broader issues at all the schools for non-clinical faculty burnout, wellness, and resiliency. Dr. Hashmi advised that the responses reviewed were from the original survey, as they did not feel another survey needed. He provided a summary of the responses that were given, which included workload, equity, time commitment, wellness measures, compensation, and compensating certain aspects of their jobs, promotion/tenure, adding administrators to help, decreasing the training such as compliance training, IT infrastructure, funding issues –increase internal funding, bridging funding for conferences, help to support academic missions, etc. The School of Nursing brought up the class size issues as their enrollment has greatly increased in a short while. Last note, the School of Public Health has conducted another survey and when the results are in a form to be shared, Dr. Hashmi will request the details.

Dr. Hashmi highly recommended that the faculty go back to their schools and work on details that are school specific. He explained that the IFC is here mainly to deal with university-wide issues; however, if there are areas of concern, please feel free to bring those items up during the campus reports portion of the meeting. The IFC can conduct robust discussions of the issues, just be aware that the school specific issues will have to be handled at the school level.
V. ANNOUNCEMENTS

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

- Dr. Morano thanked the new members for their service on the IFC. He explained that his role with the IFC is to be one of the two liaisons (i.e., the Chair and himself), between executive leadership and the faculty. It is important that the pulse of the university is brought to this Council and then up to the President to ensure he understands what is going on with the faculty at all the schools.

- Dr. Morano expressed that he was very pleased to hear of the appointment of Dr. Amy Franklin at SBMI as their assistant dean of faculty affairs. All schools, with the exception of School of Public Health, have dedicated faculty affairs leadership. Dr. Tortolero-Emery at the School of Public Health is managing many processes, and the faculty affairs arena is one of the processes she is leading. If there are issues such as compensation, professionalism, civility, or any of the things that affect your faculty, start with your faculty affairs leadership as an intermediary between the faculty and the dean in your schools.

- Earlier this year, the Office of Postdoctoral Affairs, which has been a university-wide office for several years but has been run through and by the Medical School, has transitioned to Dr. Morano’s UTHealth Office of Faculty Affairs and Development. We have 225 research focused post-doctoral fellows spread over 124 labs at four of the six schools; it is an across institutional training program. We have a certificate program, career development programs, etc. The leadership of the office has stayed the same with Ms. Leslie Beckman. He advised that managing the Office of Postdoctoral Affairs through the UTHealth Faculty Affairs & Development Office, permits more resources to support the program. This week is National Postdoc Appreciation Week and many activities are planned to celebrate the week across campus. Dr. Morano encouraged the attendees to do what they can to recognize the great work that the postdocs are doing.

- Wellness/Burnout: From the original survey, we made the decision to split the response. A subcommittee was formed from IFC members that would address the non-clinical faculty burnout issues. The second was the creation of a committee at McGovern Medical School that would focus on the physician faculty burnout. He commented that Dr. Hashmi provided a description of all the areas of concern from the non-clinical survey; however, what was not revealed was a set of recommendations. Dr. Morano suggested that the IFC still consider prioritizing and coming up with a set of institution wide recommendations to help alleviate burnout of our non-clinical faculty. At McGovern Medical School, the committee was formed and met seven times over seven months. The outcome of these meetings was a White Paper of a set of recommendations that were very simple and concrete. The document was provided to the Dean; further, Dr. Morano will be meeting with the President next week to discuss. Dr. Morano advised that he will keep the IFC up-to-date on initiatives, etc., going forward.

- On September 11, 2018, Dr. Morano met at UT System with a small group of representatives from other health science institutions to discuss Physician Burnout. All the schools are doing their own thing; some of the schools are just starting and, some like us are already making recommendations. A very comprehensive White Paper was developed by a subcommittee of the UTFAC and should be made public soon. The meeting discussions included suggestions that UT System consider assisting with the burnout issue by doing things at the schools like funding pilot projects, or give schools a modest pot of money to do something with, etc. Dr. Morano did advise the attendees that the very highly ranked complaint of paid family leave for our faculty and trainees, students, was again discussed as it affects our recruitment, retention, and competitiveness. He acknowledged that making a change is particularly challenging because it is a state policy and UT System would need to review whether they want to do something on their own, separate from the state, etc.

- The UTHealth Faculty Affairs & Development Office recently formed a committee of new and junior faculty from all schools to look at what we could do to improve the onboarding of our research-intensive faculty. We are working on new initiatives that would complement what we are doing institution-wide.

- The Dean Search Committee for Cizik School of Nursing is almost complete. A search firm is being utilized and Drs. Barbara Stoll and Michael Blackburn are co-chairs.
In the last month, two different faculty contacted Dr. Morano concerning benefits. He talked with the benefits department and they indicated they would be very happy to meet with anyone. Dr. Morano posed the question to the attendees as to whether they thought it would be of benefit to have the Benefits representatives come to the IFC, or to the schools, or both. The attendees suggested the following:
  o Have the benefits personnel set meetings at each school in a Town Hall forum;
  o Schedule the Town Hall before enrollment, would be the best, most welcomed option;
    ▪ Schedule the Town Hall to occur around the last week of April and the first week of May to enable a larger attendance; otherwise, faculty are working on grades and will miss the meeting.
  o Tape each Town Hall to allow all faculty to review, if they missed the meeting.

VII. ADJOURNMENT
A motion was made and seconded to adjourn the meeting. The meeting adjourned at 1:05 PM. The next IFC meeting is scheduled for Wednesday, October 17, 2018.

Approved by Interfaculty Council on 10/17/2018.