University of Kentucky, College of Medicine Faculty Council
May 15, 2018
Minutes

Present
Ken Campbell
Davy Jones
Wally Whiteheart
Lee Blonder
Gaby Gabriel
Martha Peterson
Stefan Kiessling
Paul Kearney
Paul Sloan
Amy Meadows
Kristy Deep

Not Present
Julia Martin

Invited Guests: Dean DiPaola, Matthew Sanger, Lauren Greathouse, Kim Carter, Jeff Sullivan, Michael Rowland

The meeting was called to order at 5:04pm.

Dean DiPaola (invited guest) addressed the council as follow up from the meeting on April 26, 2018 where the recent changes to leadership in the Orthopaedic Surgery Department were discussed. Dr. DiPaola presented the proposal for the training recommendations. Input was sought from a group of educational subject matter experts including the Office of Institutional Equity and Equal Opportunity (IEEO), Human Resources, UKHC Learning and Development, and Diversity and Inclusion. The recommended training plan includes three one-hour training sessions. Session 1 will involve review of applicable laws, University regulations and policies, and reporting requirements (IEEO); Session 2 will involve review of diversity and inclusion programs and services offered at UK; and Session 3 will involve review of ethical conduct and Living DIRECT. The intended audience will be inclusive over time of faculty, staff, residents, and students. Implementation of the first wave of training is to be completed no later than July 29, 2018. Faculty Council made the suggestion of providing this training as part of pre-scheduled conferences and meetings to ensure attendance. Web-based options were suggested- the first round is intended to be face to face.

Kim Carter (invited guest) Executive Director for the Office of Sponsored Projects Administration (OSPA) presented a summary of the OSPA’s responsibilities and grant-writing procedures. 2,600 proposals are submitted every year, with an approval rate of ~20%. There are 4,000 active accounts administered by OSPA. COM submits the most applications and receives the most awards of any College at UK. Services provided by OSPA include proposal submission, award acceptance, project management, and institutional compliance. OSPA reviews grant awards to ensure compliance with University requirements and negotiates terms, if needed. OSPA sets up an account in SAP and creates a PADR (Project Account Distribution Report) with information about new/continuing suplemental awards to help investigators monitor their awards. In OSPA, there are Grant Proposal Specialists (GPSs), and Research Assistants (RAs). At the proposal stage, the GPS will get the process started and give assistance with developing the budget, budget justification, and doing a final proposal review. The GPS will assist in preparing an Internal Approval Form (IAF). The RA is the primary resource if there are questions after the award is received. The RA reviews the award and negotiates changes with the
sponsor. They provide the institutional signature and prepare documents for account setup in SAP. GPSs and RAs are assigned to departments/units and the relevant individuals for each can be found on the OSPA website at: https://www.research2.uky.edu/office-sponsored-projects-administration

It was brought up that there is a flaw in the IAF in submitting multi-PI grants and Ms. Carter said she would look into this if she was provided with an example where this has been a problem.

Dr. Whiteheart initiated the chair-elect process. The next Faculty Council chair will need to be from a Clinical Department. Dr. Kristy Deep (Internal Medicine) self-nominated and was unanimously elected by the council members to be the next chair of Faculty Council for 2018-2019. She will begin her term on September 1.

Dr. Whiteheart made an announcement: The COM Curriculum Committee has approved a new course proposal for MED 901 Acting Internship: Community Internal Medicine in Morehead. This was submitted by Dr. Shea Lambirth, RPLP Site Director, M3 Internal Medicine Clerkship.

Dr. Whiteheart initiated discussion about the General Faculty Meeting agenda and the “text the Dean” option. Moving the meeting to the HG611 conference room from Pav A will also allow for faculty to eat their lunches and enjoy light refreshments during the meeting. Other ways to engage faculty attendance were discussed, such as: Helping faculty understand the importance of the topics such as LCME accreditation, highlighting positive gains in the College, as well as providing opportunities for faculty to share their opinions on issues openly. It was seen as important to make the faculty feel that they have an impact by attending. Bridging the gap between basic and clinical faculty members was also discussed. Asking the Department Chairs to encourage attendance was suggested.

Additional topics suggested for this General Faculty Meeting and future meetings include: Tenure status—the University Perspective, Press-Ganey Survey results, Faculty Effort/DOE discussion.

New business—“Eduroam” wifi does not work on the medical school campus but it does work and needs to be used on main campus.

Meeting was adjourned at 6:09pm

Presentation materials referenced above can be found at the Faculty Council Website: http://med.uky.edu/faculty-council