

University of Kentucky, College of Medicine Faculty Council  
May 25, 2018  
**Minutes**

**Present**

Ken Campbell  
Davy Jones  
Wally Whiteheart  
Lee Blonder  
Paul Kearney  
Paul Sloan  
Amy Meadows  
Kristy Deep

**Not Present**

Julia Martin  
Martha Peterson  
Stephan Kiessling  
Gaby Gabriel

**Invited Guests:** Dean DiPaola, Michael Dobbs, Jim Geddes, Michael Rowland, Gregory Jicha

**The meeting was called to order at 9:32am.**

**This meeting was called to review the Faculty Effort / DOE Guidelines in preparation for the General Faculty Meeting next week.**

**Dr. Jim Geddes** began by reviewing the Faculty Effort Recommendations from 2/20/18, which are the compilation of work by the Faculty Effort Advisory committee and smaller work groups. The draft COM DOE Guidelines for FY 19 are based on the Basic Science guidelines from November 2013, Clinical guidelines from 2015-16, and Office of Faculty Advancement Guidelines from 2018-19. Timeline of the recommendation document- initial recommendations approved by FC on 2/20/18. Since then, the Faculty Effort implementation committee and working groups have met several times to produce the text. Subsequent vetting was done by the Dean, Dr. Newman, and the Basic and Clinical Chairs and Center Directors. The goal is to have these guidelines in place by June 1 to be available to assist in the process of making FY19 DOEs, which are due July 1. Dr. Geddes emphasized that ongoing refinement is expected, even after these guidelines are in place.

Revisions made since this was last reviewed by FC on 2/20/18:

- Effort related to major roles including course director, co-director, and clerkship director are to be determined by Office of Medical Education (OME).
- 3-credit course = 15% effort total possible (previously 14%)
  - 45 lecture hours, 5h = 1% = 9% effort
  - 2% effort for each credit hour for course coordinator = 6%

Dr. Blonder commented that she has received comments from her department about lack of clarity in the communications about the percentage of effort for a 3 credit course and requested that this be clarified in subsequent revisions.

It was also suggested that effort adjustments should be allotted to keep up with pedagogical best practices in the instructional component of the DOE.

Frequent Question: If a faculty member does not have a 12 month appointment, how should this be reflected on their DOE?

- Adjust the effort proportionally to account for the variation in appointment duration so that the DOE adds to 100%, there is no area on the DOE to indicate the percentage of non-working time.

A question came up about VA 5/8 appointments and how they factor into the COM DOE. At this time, DOE is based on COM effort only. This will need to be covered in the faculty member's MOU.

There were concerns about the DOE being used against a faculty members. It was also noted that an accurate DOE could help faculty members by recognizing activities that faculty members are engaging in that are valuable but not reflected on their DOE.

It was suggested that a DOE reconciliation committee be developed to assist the Dean with complaints and appeals after these guidelines are put into effect.

Concerns/Comments-

- 5h of lectures = 1% of effort may not be appropriate in all circumstances, but can be adjusted with explanation, with approval by the Chair and Dean.
- Lack of cap for unfunded research= the unfunded research category is **not** eliminated

These guidelines will be presented in next week's General Faculty meeting – Faculty Council members will circulate the draft for feedback after the meeting with the goal of its resolution at the June 19<sup>th</sup> Faculty Council Meeting.

**Meeting was adjourned at 10:30am**

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

see blue.