

CoM Faculty Council
January 17, 2017 in MN 136

Minutes

| Basic Sciences | Clinical |
|------------------|-------------------|
| Jones, Davy | Bailey, Paula |
| Kelly, Tom | Erickson, Deborah |
| Kilgore, Michael | Iocono, Joe |
| Peterson, Martha | Jicha, Greg |
| Sullivan, Pat | Kiessling, Stefan |
| | Martin, Julia |
| | Sloan, Paul |

In attendance

Guests: Robert DiPaolo, Michael Rowland, Chipper Griffith, Alan Daugherty, Richard Greissman, Sandra Jaros, Nathan Vanderford

The Meeting was called to order at 5:04.

Richard Greissman & Sandra Jaros presented the Beta-Version of the new HTML Faculty Human Resources (HR) Portal designed to facilitate access to and assist with the understanding of Faculty HR issues. The portal includes flowcharts for procedures, links to related documents, and FAQs that can be perused at the touch of a button, or through keyword searches. The portal is designed to be released March 1 to the faculty of UKCOM. The Faculty council has agreed to beta-test the current version and provide feedback to assist with further development of this instrument designed to help orient faculty members to a wide range of HR procedures and policies, without painful searches through the University regulations.

Dean DiPaola discussed issues of timing of annual performance reviews and DOE policies at the request of the Faculty Council. The current faculty performance evaluation period is Jan 1-Dec 31, and yet the faculty are reviewed in November or early December before the reporting period is even complete. As the current policy does not capture a portion of the evaluation period, Dean DiPaola will investigate the possibility of shifting the reporting period from Nov 1-Oct 31, and maintaining the current timelines for annual review otherwise to ensure the full evaluation period has been captured prior to faculty performance review by Department Chairs. The issue of whether there have been informal changes to the College's DOE policies (promulgated in 2013) was also discussed. The Dean reinforced his support for the current written DOE policy and has not endorsed any changes, formal or informal.

Alan Daugherty presented a Draft of the revisions to the Wethington Award Policy for Faculty Council endorsement. The Awards are now open to all faculty from all Title series that have non-cost shared salary for research activities from extramural funding in excess of 30%. The new formula for this calculation has been simplified, and calculations may also be based on selected extramural non-research funding (i.e. K-awards...) and VA research activities, previously not considered in Wethington Award calculations. The Faculty Council unanimously endorsed this new policy which is planned to go into effect this calendar year.

Chipper Griffith provided an update on plans for the UKCOM expansion focused on rapidly developing plans for a possible Northern Kentucky University/St. Elizabeth's Health System campus development. No agreements have been formalized at this time and the expansion program remains focused on the WKU/Bowling Green campus effort planned for engagement in 2018. Both Morehead and Northern Kentucky

campuses will be addressed over time, maintaining UKCOM's staged effort at expansion. He further announced that the call for multiple Assistant Deans and a Dean for the WKU campus have successfully identified several highly qualified potential candidates.

Chipper Griffith also discussed work on LCME Accreditation Standard Reviews that are occurring this winter in anticipation for our 2018 site visit. This exercise is critical in preparing us to address the constantly changing LCME standards. The issue of open faculty representation on the Admission and Curriculum Committees was raised with the council. No plans have been developed as of yet on how to meet this standard, but it was recognized that maintaining compliance with LCME standards will require rewriting and editing some of the existing college-level "Rules of the Faculty". The Faculty Council agreed to pursue these issues as vested partners in ensuring compliance with all LCME standards.

Associate Dean for Faculty Affairs, Michael Rowland announced the development of a new Academic Clinical Advisory Committee in conjunction with the Clinical Title Series Subcommittee and several current and past members of the Appointment, Promotions, and Tenure Committee. The purpose of this new advisory group is to help Clinical Title Series faculty navigate the promotions process. This appears to be an excellent resource for Clinical Title Series Faculty, providing guidance on promotion issues.

Nathan Vanderford, Chair of the Communications Subcommittee, addressed the council on the development of action items to improve communications on Campus. This subcommittee is working with the Dean and his staff in the search for Communications Director for UKCOM. Other issues discussed were preliminary thoughts on improving faculty engagement in General Faculty Meetings, and trouble-shooting issues in regards to the upcoming Press Ganey Faculty Engagement Survey. The Faculty Council recommended that the Communications Subcommittee reach out to Phil Chang and Bo Cofield, who have met with many of the clinical departments, in order to broaden their approach with engagement of the basic science departments as well.

The next General Faculty meeting has been scheduled for March 28, 2017 at both 7:30 am & 4:30 pm. Ongoing discussions by the Faculty Council on the subject of how to increase faculty engagement has suggested that more advanced notice of these meetings and increased accessibility through provision of meetings at multiple times in the day to accommodate complex faculty schedules are warranted. In addition the Faculty Council intends to continue to live ECHO web broadcast and record the meetings for posting on the Faculty Affairs website. These two timeslots for a General Faculty meeting will contain the same content, so attendance at one is sufficient for faculty members that wish to engage. Our efforts in holding two sessions in the same day is focused on trying to find appropriate times to reach the maximal number of faculty for engagement.

No new business was brought forward.

Meeting adjourned at 6:50