

CoM Faculty Council  
November 15, 2016 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, Alyssa Huddleston

The Meeting was called to order at 5:05.

The meeting started with Dean DiPaola addressing the council on his new program “Dialogue with the Dean” designed to increase open communication and transparency on UKCOM issues. This program is open to all faculty, staff, and students through an interactive web-based forum. He encouraged potential participants to send questions and issues for discussion in advance of the program and further encouraged all to attend. Dean DiPaola also laid out an ongoing plan to build a series of e-questionnaires for faculty, staff, and students that will allow input into the development of the UKCOM strategic plan. The e-questionnaires will be shared with the Faculty Council for input, edits and revision prior to general release to facilitate maximum information gained on the most relevant issues. Dean DiPaola also updated the Faculty Council on the issue of ongoing work regarding Conflict of Interest Policies at UKCOM. This new program will streamline the approval and open disclosure policy while simultaneously limiting cumbersome KMSF policies and procedures in regards to remuneration for extramural activities that are in line with UKCOM missions.

Approval of PGY 431 course proposals was unanimous 9-0.

The Clinical Title Series Subcommittee Co-Chairs, Deborah Erickson and Paul Sloan, updated the Faculty Council on the assemblage of the Subcommittee Membership. Plans are for development and implementation of action items based on last year’s efforts in needs assessments with an update to the General Faculty scheduled for the next General Faculty Meeting.

The Communications Subcommittee remains in need of a Chair for development and implementation of action items based on last year’s efforts in needs assessments. The Faculty Council has reached out to involved, past members of this Subcommittee to solicit nominations for this position. The Subcommittee will continue to include Pat Sullivan (Faculty Council member), Melinda Wilson and Lumy Sawaki (Past Co-Chairs of this Committee).

UKCOM Expansion updates by Dean DiPaola and Chipper Griffith through communications with Faculty Council Chair, Greg Jicha, were discussed. Three major issues included 1) a move to focus on the establishment of Bowling Green with 30 students starting in 2018, and delay of Morehead as a site until 2019. Of course the Morehead Site will continue with the Rural Physician Leadership Program for MS3&4 students in the interim; 2) a statement that Learning Objectives and Assessments would be identical across campuses

with the majority of M1/M2 lectures delivered from UKCOM Main Campus by IT subject to UK Department and Faculty oversight; and 3) The establishment of a Joint Implementation Committee overseeing the operational workgroups is being assembled including Mike Dobbs, Tom Kelly (Faculty Council Member), and another UKCOM faculty member (TBN), as well as representatives from Bowling Green and WKU.

A discussion of FC consultation on the Faculty Performance Metric Instrument used by Dept. Chairs in annual academic faculty performance reviews was further expanded on. Consultative input from the faculty on the development of this metric requires the development of a Working Group/Committee to be chaired by Davy Jones (Faculty Council Member). Self-nominations for committee membership will be sought at the next General Faculty Meeting with plans to establish this Working Group/Committee in January of 2017.

Faculty Performance Evaluation involvement by Chair vs. Center Director was discussed. The initially announced policy for the FPM Instrument did not correctly posture the relationship of Dept. Chairs and Center Directors in determination of performance ratings in the various DOE areas. With Associate Dean Michael Rowland's assistance this was corrected in a recent supplementary announcement by Dean DiPaola. The Faculty Council noted that the DOE % may not accurately reflect understanding by the evaluator of the job function being performed. This issue is being addressed currently by Assoc. Dean Michael Rowland. Updates will be provided as available.

Issues regarding the appointment and evaluation of Departmental Chairs within UKCOM were also discussed. It was noted that GR, Part VIII, A, 3 states that "Recommendations of a search committee should be accompanied by written statements from at least the tenured members of the Department". It is unclear if this practice is being followed routinely. In addition, GR, Part IX, III states that "Policies and procedures for conducting reviews of Department Chairs should be established jointly by the Dean and College Faculty". Again it is unclear if this practice is being followed routinely. The Faculty Council agreed that such involvement of the faculty is critical. These issues are being addressed currently by Assoc. Dean Michael Rowland. Updates will be provided as available.

The next General Faculty Meeting Date/Time was agreed upon as Monday, December 12<sup>th</sup> at 4:30. The meeting will be web-streamed and recorded ECHO live tapings of the meeting will be posted on the Faculty Website. Recorded materials will be made available on the FC Affairs website. Tentative agenda items include 1) a presentation and discussion of Academic Service Line Initiatives led by Dean DiPaola; 2) an Update on the UKCOM Expansion Project by Chipper Griffith; and 3) an update on advancement and plans for re-evaluating the Clinical Title Series led by Deborah Erickson and Paul Sloan.

New business: None brought forward as agenda items for the next FC meeting at this time.

Meeting adjourned at 6:30.