Date Created: 1/4/2022  1 of 11

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Faculty Council

Meeting Specifics

<table>
<thead>
<tr>
<th>Purpose</th>
<th>Cadence</th>
<th>Executive Sponsor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regularly Scheduled</td>
<td>Third Tuesday of the Month</td>
<td>Acting Dean Griffith</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday, November 16, 2021</td>
<td>5:00-6:15 p.m.</td>
<td>Zoom</td>
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</table>

Committee Chair(s) and Members

<table>
<thead>
<tr>
<th>Basic Science Members</th>
<th>Clinical Science Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒ Campbell, Kenneth</td>
<td>☒ Ballard, Hubert</td>
</tr>
<tr>
<td>☒ Clark, Claire</td>
<td>☐ Beck, Sandra</td>
</tr>
<tr>
<td>☒ Mellon, Isabel</td>
<td>☐ Bylund, Jason</td>
</tr>
<tr>
<td>☒ Nikolajczyk, Barbara</td>
<td>☒ Kapoor, Siddharth</td>
</tr>
<tr>
<td>☒ Spear, Brett (Chair)</td>
<td>☒ Meadows, Amy</td>
</tr>
<tr>
<td></td>
<td>☒ Neltner, Janna</td>
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<tr>
<td></td>
<td>☒ Toney, Dale</td>
</tr>
</tbody>
</table>

Standing Guests

| □ Allison, Roxie       | ☒ Griffith, Chipper        |
| □ Dutch, Becky        | ☒ Rogers, Cassandra       |
| ☒ Greathouse, Lauren  | ☒ Ross, Shavonna          |
|                       | ☐ White, Stephanie        |

Visitors

| ☒ Ayoob, Andrew       | ☒ Jones, Davy             |
| ☒ Garvy, Beth         | ☒ Neiport, Em             |
|                       | ☐ White, Stephanie        |
|                       | ☒ Ragsdale, John          |

Agenda Items

<table>
<thead>
<tr>
<th>Call to Order and Declaration of Quorum</th>
<th>Presenter/Facilitator</th>
</tr>
</thead>
<tbody>
<tr>
<td>Call to Order and Declaration of Quorum</td>
<td>B. Spear</td>
</tr>
</tbody>
</table>

Approval of Minutes – **Action**  
- October 19, 2021 – Regularly Scheduled Faculty Council Meeting¹

- Announce At-Large Member Election Results (10 minutes)

- December Meeting Planning (5 minutes)

Endorse Course Proposals – **Action**
- Acting Internships²
  - Family Medicine 961
  - Internal Medicine 961
  - Internal Medicine 971
  - Internal Medicine 981
  - Obstetrics & Gynecology 961
  - Pediatrics 961
  - Surgery 961
  - Surgery 971

- Secondary Acting Internships⁴
  - Family Medicine 963
  - Family Medicine 983
  - Internal Medicine 962
  - Neurology 962
  - Obstetrics & Gynecology 963
  - Psychiatry 962

Endorse Major Course Change Proposal – **Action**
- IBS 608, Special Topics in Integrated Biomedical Sciences³
<table>
<thead>
<tr>
<th>Agenda Items (cont.)</th>
<th>Presenter/Facilitator</th>
</tr>
</thead>
<tbody>
<tr>
<td>AHEC Update (10 minutes)</td>
<td>C. Griffith</td>
</tr>
<tr>
<td>Rules of the Faculty Review Process (10 minutes)</td>
<td>M. Sanger/S. Ross</td>
</tr>
<tr>
<td>Medical Student Curriculum Committee Update (15 minutes)</td>
<td>A. Ayoob</td>
</tr>
<tr>
<td>Practice Plan Committee Update (15 minutes)</td>
<td>S. Roth</td>
</tr>
<tr>
<td>Next Meeting – December 21, 2021</td>
<td>B. Spear</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Minutes</th>
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<tbody>
<tr>
<td><strong>Topic</strong></td>
<td><strong>Discussion</strong></td>
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</table>
| Opening Remarks (B. Spear) | • Meeting called to order by B. Spear at 5:00 p.m.  
• Quorum declared at 5:00 p.m. (10 of 12 members present.)  
• Meeting Minutes Approval  
  o October 19, 2021 – Regularly scheduled Faculty Council meeting  
  Motion made by D. Toney to approve minutes as presented. Motion was seconded by A. Meadows. Minutes were unanimously approved. |
| Announce At-Large Member Election Results (B. Spear) | • B. Spear announced the At-Large Member Election results.  
• Those elected were:  
  o Sam D. Mardini, MD, MBA, MPH, FASGE  
  o Meriem K. Bensalem-Owen, MD, SANA, FACNS  
• Both newly elected At-Large members have agreed to serve. They will be invited to attend our December meeting and start their term in January 2022. |
| December Meeting Planning (B. Spear) | • B. Spear asked if the Faculty Council wished to change the next meeting to a different date in December due to the winter break or remain on the same schedule with a shortened meeting.  
• A Zoom poll occurred and asked the following questions:  
  o Reschedule to Wednesday, December 15, or Thursday, December 16  
  o Keep regularly scheduled meeting on December 21 and reduce to 30 minutes  
• The poll was split five to four between the two options.  
• The Faculty Council decided to keep the December 21 meeting but shorten to 30 minutes due to limited agenda items. |
| Endorse Course Change Proposals (B. Spear) | • B. Spear shared course change proposals.  
• Course proposals are for the Northern Kentucky Campus and are very similar to current UK courses. There are 14 total acting internships and one major course change proposals. The major course change proposal is to put a greater emphasis on specific computational skills and bioinformatics.  
• Endorse Course Proposals – **Action**  
  • Acting Internships²  
    - Family Medicine 961  
    - Internal Medicine 961  
    - Internal Medicine 971  
    - Internal Medicine 981  
    - Obstetrics & Gynecology 961  
    - Pediatrics 961 |
### Endorse Course Change Proposals (cont.)
(B. Spear)

- Surgery 961
- Surgery 971
- Secondary Acting Internships
  - Family Medicine 962
  - Family Medicine 982
  - Internal Medicine 962
  - Neurology 962
  - Obstetrics & Gynecology 962
  - Psychiatry 962

- Endorse Major Course Change Proposal – **Action**
  - IBS 608, Special Topics in Integrated Biomedical Sciences

- Motion was made by H. Ballard to endorse all course proposals as presented. Motion was seconded by D. Toney. All course proposal changes were unanimously endorsed.

### AHEC Update
(C. Griffith)

B. Spear welcomed Acting Dean Griffith to discuss an Area Health Education Center (AHEC) Update. AHEC has been active 15 years and serves all healthcare colleges.

- September 2020: Provost Blackwell charged a task force with reviewing the central office of AHEC and CIHE to:
  - Examine the AHEC and CIHE and suggest potential ways to increase efficiency, potentially through implementation of an alternative administrative structure
  - Identify which among their current functions are essential
  - Identify potential new functions an alternative entity might usefully pursue
  - Describe potential staffing needed to perform these functions

- October 1, 2020: Task force members selected to include AHEC and CIHE representation, held inaugural meeting

- November 1, 2020: Task force members provided assessment report to Provost Blackwell

- April 14, 2021: Provost Blackwell confirmed support of proposed reorganization of AHEC and CIHE to merge them together as a single entity located within the Provost’s Office

- May 27, 2021: AHEC|CIHE Merger Project Inaugural meeting held

- July 1, 2022: Merged center launch date

**Initial Goals**

- Establish a new name for the working unit that encompasses the goals and missions of both CIHE and AHEC
  - Proposed name is Center for Interprofessional and Community Health Education (CICHE)

- Develop Director position for merged unit
  - Position description endorsed by CIHE Board of Directors and College Deans associated with AHEC on September 2, 2021
    - Colleges associated with AHEC include Agriculture, Food and Environment, Dentistry, Health Sciences, Medicine, Nursing, Pharmacy, Public Health, and Social Work
  - Position closed on November 3, 2021, and applications are under review
    - Develop and submit proposal to the Senate’s Academic Organization and Structure Committee (SAOSC)
  - Proposal submitted on August 20, 2021; reviewed by SAOSC on October 29, 2021
AHEC Update (cont.)
(C. Griffith)

Scheduled for Senate Council review on November 29, 2021
• Develop and submit project timeline to Acting Provost DiPaola
  • Timeline submitted and approved on September 2, 2021

Next Steps
• Review director applicant pool and begin interviewing candidates
• Receive feedback and approval to transition the CIHE from an educational center to an administrative center encompassing AHEC
  • University Senate review anticipated in November/December 2021
  • University Board of Trustees review anticipated in December 2021
• Further develop implementation plan, due December 1, 2021

C. Griffith wanted Faculty Council to be involved due to the medical students’ education involvement.

H. Ballard asked what effect this has on AHEC. C. Griffith feels this will be behind the scene staffing changes but overall the students should not notice any changes. This will go under the Provost’s Office moving forward.

Rules of the Faculty Review Process
(M. Sanger and S. Ross)

B. Spear welcomed M. Sanger and S. Ross to discuss the upcoming Rules of the Faculty and Administration for the College of Medicine (Rules) Review Process.

• M. Sanger shared that it is currently time to review the Rules of the Faculty. We started the review process with the chairs of the respective committees. Faculty Council will receive a track changed version after the meeting today. We ask the Faculty Council to review and send feedback. This is not for support or approval. The following is a timeline of the upcoming review of the Rules prior to approval at the college and Provost levels.

<table>
<thead>
<tr>
<th>Phase</th>
<th>2021-2022 Dates</th>
<th>Reviewer</th>
<th>Review and Feedback</th>
<th>Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>November 5 – November 9</td>
<td>Chairs, Committees of the College</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td></td>
<td>November 8 – November 12</td>
<td>Dean’s Executive Leadership Team and Dean</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td></td>
<td>November 16 – December 2*</td>
<td>Faculty Council</td>
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<tr>
<td></td>
<td>December 1</td>
<td>Editor updates</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>December 16 – December 31</td>
<td>Executive Committee</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td></td>
<td>January 1 – January 14</td>
<td>Editor updates</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>January 1 – January 17</td>
<td>General Faculty</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>Final</td>
<td>January 19 – February 1</td>
<td>Faculty Council</td>
<td>x</td>
<td></td>
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<tr>
<td></td>
<td>February 2 – February 13</td>
<td>Executive Committee</td>
<td>x</td>
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<tr>
<td></td>
<td>February 19 – February 28</td>
<td>Faculty Council</td>
<td>x</td>
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</tbody>
</table>

Highlighted Changes
• Format, header, and numbering consistency
• Uniform definition of quorum for all committees
  • Greater than fifty percent of membership
• Faculty Council At-large Membership
  • Suggesting additional verbiage in section 3.3.3.4.
    • Balloting for election of at-large members: all voting faculty of the college (except as noted below) are eligible for election to either at-large seat on the Faculty Council, regardless of the primary
In conjunction with the Rules review, the nomination and election timeline for committee membership has been changed. We would like these to be seated and started by July 1, 2022. We wanted to open up the nominations sooner to help expand such a previously tight timeline for faculty due to clinic schedules.

<table>
<thead>
<tr>
<th>Phase</th>
<th>2022 Dates</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nomination</td>
<td>January 31 – February 14</td>
<td>Nomination portal opens for all committees</td>
</tr>
<tr>
<td>Ballot Preparation</td>
<td>February 15 – February</td>
<td>Prepare election ballots for Medical Student Curriculum and Admissions Committees</td>
</tr>
<tr>
<td>Election</td>
<td>March 1 – March 15</td>
<td>Elections occur for Medical Student Curriculum and Admissions Committees</td>
</tr>
<tr>
<td>Recommendation Review</td>
<td>March 21 – April 1</td>
<td>Recommendations from committee chairs and Faculty Council are reviewed by Dean</td>
</tr>
<tr>
<td>Announcement</td>
<td>April 4</td>
<td>Dean's Office sends letters of appointment/reappointment to committee members</td>
</tr>
<tr>
<td>Endorsement</td>
<td>April 19</td>
<td>Final list of committee membership is presented to Faculty Council for endorsement</td>
</tr>
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Medical Student Curriculum Committee Update (A. Ayoob)

- B. Spear welcomed A. Ayoob to speak with Faculty Council about the Medical Student Curriculum Committee Update.
- Rules of the Faculty Medical Student Curriculum Committee (MSCC) Charge
  - Develop and design all components of the curriculum
  - Establish college educational policy
  - Determine curriculum changes, including course revisions and enhancements, and make any appropriate recommendations thereto
  - Review and approve proposals for changes in curricular structure and appropriate time allotment for each course offered in the medical education program
  - Ensure an effective curriculum quality improvement process, including the quality, effectiveness and integration of the overall program, curricular phases, and individual courses (including clerkships)
  - With the Dean, manage the implementation of the curriculum and its assessment, ensuring that methods are appropriate for the achievement of the educational goals of the College of Medicine
  - Consider whether resources for achieving the educational mission and objectives of the program are adequate and make recommendations to the Dean for improved measures
- A. Ayoob reviewed the MSCC structure.
  - Subcommittees: Core Principles (CP) and Application and Advanced Development (AAD)
    - Quality assurance: evaluate courses/clerkships/acting internships (AIs)
    - Course and clerkship director approvals
    - Review and recommend new educational policies
    - Review proposals from students for special electives
Quality Assurance (QA) Process as shown below.

**Quality Assurance (QA) Process**

- **Course, faculty, and residents evaluations**
  - Completed by course/clerkship director
  - Includes course syllabus

- **Course/Clerkship report**
- **QA Review Checklist**
  - Completed by curriculum committee members

- **Committee discussion and conclusions**
  - Results in letter back to the course/clerkship director and department chair

Multiple Choice Assessment Review Group Duties
- Regularly review the questions for institutionally-developed multiple choice questions
- Ensure that question content is appropriate for the UK College of Medicine competencies and assessment map
- Ensure that questions reflect national standards for the assessment of health professionals
- Ensure that questions are appropriately formatted for the medical student level of expertise

Rules of the Faculty: Faculty Membership
- Appointed
  - Lexington:
    - Minimum of four (4) College of Medicine basic science department faculty members
    - Minimum of eight (8) College of Medicine clinical department faculty members
  - Regional Campuses:
    - For each campus, a minimum of one (1) College of Medicine faculty member with the regional campus primary assignment
- Elected
  - Three (3) additional faculty members representing the basic science and clinical departments elected from the College of Medicine faculty

Rules of the Faculty: Student Membership
- Representation by Campus
  - Two (2) representatives from each class on the Lexington campus
  - One (1) representative from the Rural Physician Leadership Program
  - One (1) representative from each class on each four-year regional campus
- Two (2) students must be elected from the student membership to serve as voting members on the MSCC
Rules of the Faculty: Ex Officio Membership

- As deemed appropriate by the MSCC, the College of Medicine assistant deans, including regional campus assistant deans, may serve as ex officio, nonvoting members of the MSCC, and may serve as chair of any additional committees or subcommittees.
- The membership of the MSCC must include one (1) Faculty Council member or the designee of the Faculty Council.

Rules of the Faculty: Membership Terms

- All faculty members serve staggered three-year terms, beginning July 1.
  - Faculty members may be reappointed to consecutive terms twice for a maximum period of continuous service of nine (9) years.
- Student members serve two-year terms and may be reappointed to consecutive terms twice for continual service of four (4) years.

The following shows a breakdown of the committee representatives:

22 members, 17 student members, 11 ex officio members and numerous standing guests

- Meetings per Year:
  - Approximately 10 Medical Student Curriculum Committee (Executive Committee)
  - Approximately 10 Core Principle Subcommittee
  - Approximately 12 Application and Advanced Development Subcommittee

- Purpose:
  - LCME Element 8.1
  - “an institutional body (e.g., a faculty committee) oversees the medical education program as a whole and has responsibility for the overall design, management, integration, evaluation and enhancement of a coherent and coordinated curriculum.”
Medical Student Curriculum Committee Update (cont.)
(A. Ayoob)

- **Functions:**
  - Curriculum Design and Management
  - Curriculum Evaluation
  - Policy Development
  - Recordkeeping

- **Curriculum Design and Management:**
  - Update UK College of Medicine Competencies (global objectives)
  - Ensure vertical and horizontal integration
  - Manage course and program changes
  - Approve course and clerkship directors

There are 22 sub competencies within the six competencies. The following details each.

- **Curriculum Evaluation:**
  - Review each required course
  - Review each phase
  - Review the entire curriculum
  - Review aggregate outcome data

- **Aggregate Data:**
  - Entering class demographics
  - Student advancement and graduation rates
  - United States Medical Licensing Examination Step 1 and Step 2 results
  - National Resident Matching Program match results
  - Specialty choices of graduates
  - AAMC Graduation Questionnaire

- **Policy Development:**
  - Curriculum Committee Policies:
    - Clerkship duty hours
    - Credit for courses taken at other institutions
    - Elective opportunities
    - Preclerkship class time
    - Resident participation in medical student education
    - United States Medical Licensing Examination
    - Visiting student qualifications
Medical Student Curriculum Committee Update (cont.)
(A. Ayoob)

- Assessment:
  - Clerkship duty hours
  - Credit for courses taken at other institutions
  - Elective opportunities
  - Preclerkship class time
  - Resident participation in medical student education
  - United States Medical Licensing Examination
  - Visiting student qualifications

- Admissions and Enrollment:
  - Admission prerequisites
  - Technical standards

- Learning Environment:
  - Clinical supervision of medical students

- Graduation:
  - Graduation requirements

- Recordkeeping:
  - Functions:
    - Curricular Quality Assurance (QA) documents
    - Curriculum Committee minutes
    - Policy changes
    - Course and program change forms and supporting documents

D. Jones asked where the Committee minutes were located for review. A. Ayoob stated on The Loop and S. Ross shared this link: https://theloop.ukhc.org/Interact/Pages/Section/ContentListing.aspx?subsection=4716

B. Spear asked if there is a mentor program for new faculty so they can learn this information. A. Ayoob stated there is a classroom faculty development program for incoming faculty consisting of five classes. We have had it about five years and approximately 60 faculty have completed the program.

D. Toney asked about flexibility for third year students who need to take courses before fourth year. A. Ayoob stated there is some flexibility in specialties and subspecialties. There may be areas that need to be considered in the committee’s spring meetings.

Practice Plan Committee Update
(S. Roth)

B. Spear welcomed S. Roth for the Practice Plan Committee Update. This is a six-member committee. Each serves for a three-year term. Each year there are two new members. This year, however, there will be three new members. The following is the new funds flow model

<table>
<thead>
<tr>
<th>Goals and Principles of the New Model</th>
</tr>
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<tbody>
<tr>
<td>Predictability and Stability</td>
</tr>
<tr>
<td>- Improve predictability and stability of the clinical funds available for faculty compensation</td>
</tr>
<tr>
<td>Simplicity</td>
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<tr>
<td>- Develop a model that is simple; easy to understand and formula driven</td>
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<tr>
<td>Transparency</td>
</tr>
<tr>
<td>- Eliminate special deals for certain services or departments; create transparency of the model</td>
</tr>
<tr>
<td>Market Compensation</td>
</tr>
<tr>
<td>- Provide enough funds flow to pay faculty market compensation for market productivity</td>
</tr>
<tr>
<td>Alignment</td>
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<tr>
<td>- Align incentives among hospital, faculty and school to grow the clinical enterprise</td>
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</tbody>
</table>
• UK HealthCare adjusted wRVU
  The base wRVU calculation is divided into four main parts:
  o Standard CMS Fee Schedule
  o RVSI Fee Schedule
  o Unlisted CPT codes
    ▪ Conversions factor based on historical changes and wRVU per Epic Bill Area
  o Unvalued CPT Codes
    ▪ Conversion factor based on family of CPT codes (E/M, Procedure, Radiation Medicine, etc.)
• Additional wRVU modifications made to the base wRVU include:
  o Standard CMS Modifier Adjustments
    ▪ Multiple Procedures
    ▪ Bi-Lateral Procedures
• Through the Epic transition, there has been a way for faculty to now track their access to their wRVU reports through report library or analytics catalog.
• The wRVU reports have three default parameters: date range, post date, or service date.
• Late Signature wRVU Reduction
  o The UK HealthCare Adjusted wRVU reduction for late signatures will be effective 10/1/2021. Beginning with DOS 9/20, providers have 20 calendar days to complete documentation.
  o Reporting will be shared with individual Department Leadership, as well as UK HealthCare Leadership on a routine basis. Individual providers will also be able to see which cases they received zero wRVU.

There is a small number of faculty and more discussion is happening to further reduce this. Some of this is being discussed on an individual basis.

D. Jones asked if this committee works with individual and department concerns. S. Roth confirmed it reviews both.

Data set shared within the slide set shows the following information.
FY20=684
FY20 count includes faculty who:
• had FY20 wRVUs
• had FY20 compensation
• had an wRVU clinical component of salary
• were marked as billing provider
• excludes Chairs
*FTE is adjusted for start and end dates

FY21=651
FY21 count includes faculty who:
• had FY21 wRVUs
• had FY21 compensation
• had an wRVU clinical component of salary
• were marked as billing provider
• excludes Chairs
*FTE is adjusted for start and end dates
• Benchmarks change each year
• Rank can change from one year to the next
• Salary components can change from one year to the next

S. Roth stated that this data also includes if someone leaves or enters leadership. Anything below 50% productivity could be a potential flight risk.

S. Roth shared that the committee believes there should be a slight mismatch with productivity and compensation. The College of Medicine encompasses all four quadrants in relation to compensation. On a departmental level, there are some departments that are doing better than others. Understanding the nuances and how it impacts on the departmental level is important.

D. Toney asked about total compensation and what it includes. S. Roth said this includes total compensation as a whole.

The below is an overview of wRVU planning for funds flow geared towards FY23.
• FY21 Annual Review of Provider Compensation and Productivity
• Continual review of productivity, less than minimum
• FY23 wRVU planning for funds flow
  – Clinic expense management
  – Revenue cycle efficiency
  – Consider value-based beyond 10% (raise bar, raise potential)
  – Consider the curve (should every wRVU have the same rate?)
  – Consider differential for priority work (new patient visit multiplier)
• Role compensation review
• Practice Plan schedules
• Looking for ways to optimize those who are involved clinically

S. Kapoor asked if we are really comparing ourselves and our faculty and giving them the same level of resources that they are given to generate wRVUs. S. Roth stated that the committee is aware that every institution is resourced differently. In circumstances where benchmarks don’t exist, e.g., KMSF and medical school, J. Grider is willing to look at a different data sources for specific situations. Faculty members will be receiving monthly reports to see how they doing. Resources are identified and there is rationale for this and it flows through Office of Faculty Affairs. There is plenty of room for growth in the institution. S. Roth feels it needs to continue to evolve but we are much improved from a couple years ago.

D. Jones asked how basic science is supposed to adhere to these standards. L. Tannock shared that there is a group working on these standards.

H. Ballard asked when the wRVU reports will start being distributed. S. Roth shared they should come out this month. They will come from either the department chairs or division chiefs. R. Allison or B. Kidd will be sending those out on a rolling basis in the future. S. Roth stated that these reports will only share your personal information, but if you are part of a group, it will also be on the report.

Other Business
• Next meeting is scheduled for December 21, 2021.

Adjourn
• Meeting adjourned at 6:09 p.m.