

Minutes of the August 2, 2016 UF COM Faculty Council Meeting

Officers Present:

President – Peggy Wallace
President Elect – Lauren Solberg
Past President – Laurence Solberg

Secretary – Steven Swarts
Treasurer – Jean Cibula

Officers Absent:

Vice President – Alice Rhoton-Vlasak

Advisor – Frank Bova

Department Representatives Present:

Kimberly Sibille – Aging & Geriatric Research
Yi Qiu – Anatomy
Albert Robinson, III – Anesthesiology
Arlene Naranjo – Biostatistics
Tanya Anim – CHF
Robert Cook – Epidemiology
Francois Modave – Health Outcomes & Policy
John Hiemenz – Medicine
Gregory Murad – Neurological Surgery
Meredith Wicklund – Neurology

Qiuhong Li – Ophthalmology
Robert Matthias-Orthopaedics & Rehabilitation
Jason Fromm – PA School
Bryon Petersen – Pediatrics
Edgar Rodriguez-Pharmacology & Therapeutics
Peter Sayeski – Physiology
Judith Lightsey – Radiation Oncology
Victoria Bird – Urology

Department Representatives Absent:

Thomas Yang – Biochemistry & Molecular Biol.
Ann Church – Dermatology
Thomas Payton – Emergency Medicine
Lizi Wu – Molecular Genetics & Microbiology
Jada Lewis – Neuroscience
Emily Weber LeBrun - Obstetrics & Gynecology

Rodrigo Silva – Otolaryngology
Marco Salemi – Pathology
Richard Holbert – Psychiatry
Suzanne Mastin – Radiology
Jose Trevino – Surgery

Invited Guest: Jill Sumfest, M.D., Medical Director of GatorCare

Minutes:

1. President Peggy Wallace called the meeting to order at 5:00 PM. The July Faculty Council meeting minutes were approved.
2. Introduction of new and current department representatives – Dr. Peggy Wallace – no new representatives noted.
3. Executive Committee report – Dr. Peggy Wallace summarized the College of Medicine [Executive Committee meeting](#) from July.
 - a. The Dean requested that the Chairs submit their yearly Self-Assessments by July 31, 2016.
 - b. The UF President will present the State of the University Address on August 25, 2016 at the Reitz Union.
 - c. COM Alumni Weekend will be October 14-15, 2016.
 - d. Elizabeth Ruszczuk, Executive Associate Vice President for Privacy and Compliance, gave an interesting presentation regarding non-retaliation. Dr. Wallace plans to get permission to post this presentation on the Faculty Council website.
 - e. Jeremy Sibiski presented the proposed FY2017 COM budget; \$921 million in income, budgeted expenses are \$920 million, net \$919,000

- f. Dr. Adrian Tyndall gave an update on the Emergency Medicine department. He noted accomplishments that have been achieved during his 5-year tenure as Chair of the department. Dr. Wallace stated that his department can serve as a role model for other departments, especially newer ones that are growing.
 - g. The Chairs approved a charge scale proposal for the Simulation Center that is pro-rated based on the size of the department. These charges will help cover maintenance for the center and help pay for Standardized Patients.
4. Curriculum Committee & Advisory Board (PhD Program) updates
- a. Dr. Wallace provided the following updates from the PhD Program Advisory Board:
 - The proposals from the UF Health Graduate Education Committee that were discussed at last month's meeting were presented to the chairs and approved.
 - PhD students will begin class on August 17, 2016.
 - b. Dr. Solberg provided the following updates from the Curriculum Committee:
 - Updates were provided from the Clerkship Directors and the Course Directors.
 - Dr. Peter Sayeski is now the Chair of the Course Director's Committee.
 - A new fourth year elective course for Transfusion Services was approved.
 - A brief LCME update was provided. The committee approved a document that will be sent to the LCME as an update following the site visit to address timeliness of grades received from clerkships. Other issues discussed included diversity in the faculty, and observed history and physicals (adding more into clerkships through the simulation center). Dr. Wallace had noted that chairs passed a fee schedule for use of the simulation centers.
 - The minutes can be found at: <http://education.med.ufl.edu/medical-students/curriculum/curriculum-committee/minutes/>.
5. GatorCare Working Group Update – Dr. Peggy Wallace
- a. The data from the recent Qualtrics Survey about GatorCare was distributed to the Council members to review prior to Dr. Jill Sumfest's presentation at today's meeting.
6. COM Promotion and Tenure Oversight Committee – Dr. Laurence Solberg
- a. The initial committee meeting is scheduled for August 11, 2016.
 - b. Dr. Limacher emailed the ballot for a faculty-wide vote to fill vacancies on the COM Promotion and Tenure Committees. The ballot will be accessible through August 10.
7. COM Compensation Committee Update – no update.
8. EFAC – Dr. Peggy Wallace
- a. This meeting is now being held quarterly, therefore the minutes and supporting materials from the March 2016 EFAC meeting and the agenda from the July 2016 EFAC meeting were distributed to the Council.
 - b. In the March 2016 meeting, Dr. Good provided RVU updates and Dr. Fantone reviewed the summary report of the Education RVU Task Force.
 - c. In the July 2016 meeting, Jeremy Sibiski provided an overview of the COM budget for 2017.
 - d. The next meeting will likely be held in September 2016.
9. Announcements – Dr. Peggy Wallace
- a. A video from NIH's Center for Scientific Review (CSR) compiles insights from peer reviewers, study section chairs, and NIH staff to help guide planning and writing of competitive grant applications. The video, "Insights from Peer Reviewers and NIH Staff on Putting Together

Your Application” is available at the following link:

<https://nexus.od.nih.gov/all/2016/06/30/insights-from-peer-reviewers-and-nih-staff-on-putting-together-your-application/>.

- b. 2016 marks the 60th anniversary of the COM. Events that are being planned include three Grand Rounds presentations by visiting COM Deans on September 8. Dr. Joseph Kerschner, Dean of the Medical College of Wisconsin, will present “Journey from the Bench to Bedside in the Middle Ear”. Dr. Toni Ganzel, Dean of the University of Louisville School of Medicine, will present “Breakfast Dialogue on Leadership, Women in Medicine & Science”. Dr. E. Albert Reece, Dean of the University of Maryland School of Medicine, will present “Unraveling the Multi-Generational Syndrome of Diabetic Embryopathy: From Cell to Clinical Care”. They will also participate in the National Deans’ Panel discussion in the Harrell Medical Education Building Learning Studio at noon that day. A COM faculty and students celebration will be held on September 9 from 11:00am – 2:00pm. Details about additional events and resources (e.g. videos and book) are forthcoming.
- c. The Faculty Support Resource page (<http://facultycouncil.med.ufl.edu/faculty-information/faculty-support-resources/>) is continuously being updated. A new document that includes basic information for lab directors and new faculty who are setting up laboratories will soon be finalized. Suggestions for additional topics or websites to add can be forwarded to Dr. Alice Rhoton-Vlasak.
- d. Chair evaluation data is being compiled and summarized by Drs. Laurence Solberg and David Quillen to be presented to the Dean for his review. Once the Dean has reviewed the information, Dr. Wallace will request feedback about the utility of the data.
- e. The Council received good feedback to the system of emailing its minutes to all COM faculty.
- f. Council members were asked to volunteer as representatives on two Search Committees: Director of the Physician Assistant Program (Tanya Anim, M.D.) and Chair of the Department of Dermatology (Lauren Solberg, JD).
- g. COM faculty and staff will be receiving new identification badges with the UF Health logo that will be worn over existing badges.
- h. Dr. Limacher’s office will now be managing the Faculty Enhancement Opportunity (FEO) grant submissions for the COM.

10. COM Ombuds position – Dr. Peggy Wallace

- a. The initial Search Committee meeting has been held and the committee has been given its charge. The Job Description is being completed and the position is expected to be posted soon.

11. Valuing Faculty Town Hall meetings – Dr. Peggy Wallace

- a. The meeting with Assistant Professors will be held on August 16, the meeting with Associate Professors will be held on August 24, and meeting with Professors will be held on August 25, all at 5:15pm in Communicore Room C1-15.
- b. Dr. Limacher will review Faculty Forward data at the beginning of the meeting and, along with Dr. Wallace, will moderate the discussion and take notes. The goal of these meetings is to give faculty an opportunity to learn about various systems and issues at the UFCOM and to solicit input, including suggestions for improvement.

12. Faculty Forward Data – Dr. Peggy Wallace

- a. Data from the recent Faculty Forward Survey is now on the Bridge and includes faculty comments, demonstrating the administration’s efforts to increase communication and transparency with decisions, systems and policies. Instructions to access the survey have been emailed: (To access, click on the link <https://bridge.ufhealth.org/groups/com-faculty-forward-data-reports/files/> then click on the “Request Membership” button. The Faculty Affairs

Office Coordinator, Hamleen Gregoire, will receive an email and will approve your access to the data by effectively enrolling you in the COM Faculty Forward Data Reports Group. Dr. Limacher will present a summary of the data at the Faculty Council meeting in September.

13. New faculty orientation (UF-wide) – Dr. Peggy Wallace

- a. An orientation for all new UF faculty will be held August 17-18, 2016 at Emerson Alumni Hall. The COM Office of Faculty Affairs and Professional Development created a Faculty Onboarding document, which is posted on the Faculty Council website. Per a suggestion by Dr. Alice Rhoton-Vlasak, a system to provide Health Science Center tours for new faculty is being developed. Those who want to volunteer should contact the Faculty Council officers or Dr. Limacher.

14. Faculty mentors – Dr. Peggy Wallace

- a. Dr. Wallace requested that Council members inquire within their departments to determine whether or not their new faculty are being assigned mentors, and if they are getting orientation tours from department members.

15. Presentation by Dr. Jill Sumfest, Medical Director of GatorCare – A written summary of the presentation will be soon available on the COM Faculty Council website under “Meeting Information” and drop down tab “Faculty Council Minutes and Attachments”

16. Dr. Peggy Wallace adjourned the meeting at 6:05pm.

The next Faculty Council Meeting will be held Tuesday, September 6, 2016 @ 5PM in MSB Room M-112.

Minutes recorded by Melissa Liverman, Administrative Assistant, and edited by Dr. Steven Swarts and Dr. Peggy Wallace.