

## Minutes of the December 6, 2016 UF Gainesville COM Faculty Council Meeting

### Officers Present:

President – Peggy Wallace  
President Elect – Lauren Solberg

Past President – Laurence Solberg  
Secretary – Steven Swarts

### Officers Absent:

Vice President – Alice Rhoton-Vlasak  
Treasurer – Jean Cibula

Advisor – Frank Bova

### Department Representatives Present:

Kimberly Sibille – Aging & Geriatric Research  
Albert Robinson, III – Anesthesiology  
Tanya Anim – CHF  
Jen Schoch – Dermatology  
Thomas Payton – Emergency Medicine  
Robert Cook – Epidemiology  
Francois Modave – Health Outcomes & Policy  
Lizi Wu – Molecular Genetics & Microbiology  
Gregory Murad – Neurological Surgery

Meredith Wicklund – Neurology  
Qihong Li – Ophthalmology  
Marco Salemi – Pathology  
Bryon Petersen – Pediatrics  
Brian Law – Pharmacology & Therapeutics  
Peter Sayeski – Physiology  
Suzanne Mastin – Radiology  
Victoria Bird - Urology  
Emily Weber LeBrun – Obstetrics & Gyn.

### Department Representatives Absent:

Yi Qiu – Anatomy  
Suming Huang – Biochem. & Molecular Biol.  
Arlene Naranjo - Biostatistics  
John Hiemenz - Medicine  
Jada Lewis – Neuroscience  
Jose Trevino – Surgery

Robert Matthias – Orthopaedics & Rehab  
Rodrigo Silva – Otolaryngology  
Jason Fromm – PA School  
Richard Holbert – Psychiatry  
Judith Lightsey – Radiation Oncology

**Invited Guests:** Morgan Papworth, Wellness Coordinator for GatorCare, Gainesville

### Minutes:

1. President Peggy Wallace called the meeting to order at 5:03PM.
2. Introduction of new department representatives – Peggy Wallace, Ph.D.
  - a. Marco Salemi, Ph.D. from Pathology.
3. The November Faculty Council meeting minutes were approved.
4. Executive Committee report – Peggy Wallace, Ph.D.
  - a. There was discussion about long-term plans for the College of Medicine as we continue to hire additional faculty and construct new buildings. It was noted that the 1329 Building will gradually be converted to offices for our clinical faculty. An offsite building is being renovated for the administration currently housed in the 1329 Building that don't necessarily have to be on campus.
  - b. The November 2016 Faculty Matters email newsletter included a Call for Abstracts for the Patient Safety and Quality Week Research Day to be held on March 16, 2017. The deadline for submissions is January 20, 2017. Please refer to the newsletter for additional details at: <http://facultyaffairs.med.ufl.edu/more-faculty-news/faculty-matters-newsletter/>.
  - c. Dr. Good noted that there have been changes made to the process of appointing faculty members with the title of Distinguished Professor. This is now considered an award, not a

promotion, and therefore will no longer have to go through the promotion and tenure process during the next cycle. He recommended that new nominations from the COM be submitted during the next cycle.

- d. It was noted that two medical clinics were recently purchased in Ocala near State Road 200 and the Villages. These will likely become cardiovascular and primary care or orthopaedics specialty clinics. Other specialities are likely to be introduced later.
  - e. Dr. Good discussed the Annual AAMC meeting that was recently held in Seattle, Washington. He was involved in the Council of Deans sessions that focused on unique innovations currently being done in medical schools around the country. One innovation that Dr. Good would like to see emulated here at UF is in regards to expediting IRB protocol review. At the Medical College of Wisconsin they have set up a system where if there are issues were raised from the review of the protocol that are easily addressed, the protocol will be revised during the meeting and then the revised protocol rereviewed at the same meeting to expedite the protocol review process.
  - f. The AAMC Council for Faculty and Academic Societies (CFAS) at the AAMC meeting focused on resilience. UF's representatives Dr. Adrian Tyndall and Dr. Jim Wynn attended.
  - g. Dr. Shireen Madani-Sims will present a professional development seminar on December 8<sup>th</sup> at 5pm in the Harrell Medical Education Building, Room 128. Her seminar is entitled "Coaching for Resilience to Foster Wellness in Faculty, Residents and Students".
5. Curriculum Committee & Advisory Board (Ph.D. Program) – Laurence Solberg, M.D., Peter Sayeski, Ph.D. – no updates.
  6. GatorCare benefit Design Workgroup 3 Update – representatives David Quillen, M.D., Frank Bova, Ph.D., Alice Rhoton-Vlasak, M.D., Judith Lightsey, M.D., Stacy Beal, M.D. – meetings have not yet been scheduled per administrator Mary Alice Albritton.
  7. COM Compensation Committee – Peggy Wallace, Ph.D.
    - a. The COM Compensation Committee chairs, Dr. Lucia Notterpek and Dr. Mark Scarborough, requested that Dr. Wallace attend the recent meeting to participate in the discussion about revising the Educational Incentive Award system. They will submit a revised draft of the guidelines for approval.
  8. EFAC – Jean Cibula, M.D. – no updates.
  9. Faculty Senate (November 17, 2016 meeting) – Lauren Solberg, J.D.
    - a. The Provost has allocated \$120,000 a year for the next 3 years for Open Access Publishing. Applications will be accepted beginning January 1, 2017. The funds are intended for use by UF faculty, graduate students, staff, post-docs, residents and fellows who are first author or corresponding author and will be awarded on a first-come, first-served basis.
    - b. President Fuchs discussed the recent incidents on campus following the election and sent out subsequent emails. He also discussed at the Board of Trustees Retreat the university's interest in increasing the student to faculty ratio, improving faculty compensation, and increasing stipends for graduate students.
    - c. There are ongoing discussions about the legislature passing a law allowing guns on campus, which UF opposes.
  10. COM Ombuds position – Alice Rhoton-Vlasak, M.D.
    - a. A candidate has been recommended by the search committee and forwarded to the Dean.
  11. Care@Work (care.com) – Peggy Wallace, Ph.D.
    - a. The COM is evaluating interest in Care.com, a program that can assist in addressing care

- needs for faculty and staff, including: child, home, pet, tutoring, etc. The COM would pay the yearly membership fees to Care.com and the members would pay the providers for their services at a pre-negotiated rate.
- b. Following discussion at last month's meeting, Dr. Wallace requested feedback from people at another university who utilize care.com. The comments were mostly positive.
  - c. A motion was made to approve the Self-Directed Plan from Care.com for faculty and staff on a one-year trial basis. The motion was seconded and approved.
12. Reminder: Physician contacts regarding medical insurance coverage – Peggy Wallace, Ph.D.
- a. Seeking physician contacts you know at other public academic medical centers who can provide details on the medical insurance coverage at their respective institutions; Dr. Jill Sumfest will gather data once she has these contacts for the purposes of comparing the GatorCare plans with other medical plans. Please send names and contact information to Dr. Peggy Wallace ([peggyw@ufl.edu](mailto:peggyw@ufl.edu)).
13. State of the College Address – overview.
- a. Dr. Good and Dr. Wallace provided summaries of the COM achievements and programs for the 2015-2016 academic year.
14. AAMC Council for Faculty and Academic Societies (CFAS) Representatives-Peggy Wallace, PhD
- a. According to the AAMC, CFAS provides a strong voice for academic faculty within the AAMC's governance and leadership structures and is charged with identifying critical issues facing faculty members of medical schools; providing a voice for faculty about those issues to the AAMC as they relate to creation and implementation of the AAMC's programs, services and policies; and serving as a communications conduit with faculty regarding matters related to the core missions of academic medicine. It is comprised of more than 360 faculty representatives appointed by member medical schools and academic societies.
  - b. The current UFCOM Senior CFAS representative is Dr. Adrian Tyndall, Chair of Emergency Medicine, and the current UFCOM Junior CFAS representative is Dr. James Wynn, an Assistant Professor of Pediatrics in the Neonatology Division.
  - c. The Council would like to begin receiving reports from the CFAS representatives following their meetings, which are held two times a year. The CFAS representatives would also benefit from attending the Faculty Council meetings, as it would keep them up-to-date on the various concerns within the COM, which they could then relate to the AAMC. Therefore, a motion was made to make the CFAS representatives non-voting ad hoc members of the Faculty Council. This motion was seconded and approved.
15. Valuing Faculty Town Hall summary – Peggy Wallace, Ph.D.
- a. The combined summary from the Valuing Faculty Town Halls has been sent to the Chairs and the Dean.
16. Chair evaluation survey – Peggy Wallace, Ph.D.
- a. The Chair evaluation survey questions that have been used for the last three years will be sent to the Council, along with a new set of questions that have been developed. A vote will be held at the January Faculty Council meeting to determine which questions should be used in the next Chair Evaluation Survey.
  - b. Faculty Council may explore the option of administering Chair evaluations through the Institute for Healthcare Improvement (IHI) commercial site. There is a fee for this service.
17. [Shands/COM Wellness Program](#) – Morgan Papworth, Wellness Coordinator for Gatorcare
- a. The UF & UF Health Wellness Committee was formed in 2013. Their mission is to provide wellness opportunities to all UF and Shands employees, regardless of insurance coverage. However, anyone can become a member, regardless of association with UF or Shands. Their

comprehensive program focuses on The Eight Windows to Wellness: emotional wellness, spiritual wellness, social wellness, environmental wellness, financial wellness, occupational wellness, physical wellness, and intellectual wellness.

- b. There are two gyms available and each has a variety of memberships; the [UF Health & Shands Fitness and Wellness Center](#) (located on 13<sup>th</sup> Street under the South Tower parking garage and open to the community), and the [UF Recreational Sports Center](#) (two locations on campus, near the Orthopedics Center and on main campus near the football stadium). The cost of monthly memberships at the Fitness and Wellness Center ranges from \$45 to \$9.99 per month, with rewards memberships offered to those who workout at least 12 times per month. Medical fitness, or personal training, is offered for \$75 per month. Payroll deduction is available. The cost of monthly memberships at the UF Recreational Sports Center starts at approximately \$33 per month, with discounted rates offered to members who bring their spouse with them.
- c. An Annual Wellness event is held that offers health screenings to include blood pressure readings, BMI tests, cholesterol tests, etc. The next event will be held on January 25, 2017.
- d. There are Quarterly Spotlights that focus on a different health or wellness topic (<http://gatorcare.org/wellness/quarterly-spotlights/>)
- e. A new program called “12 Tweaks to a Healthier You” will begin soon. A small, healthy habit will be focused on each month to make people’s entire year a little healthier.
- f. Several Challenges are held throughout the year. The team-based Walking Challenge lasts for four weeks; co-workers form a team, walk and log their steps, and submit a team average every week. The Water Challenge is also team-based and lasts for four weeks; co-workers form a team and track their daily water intake. The Seven Day Sleep Challenge works on incorporating different behaviors into your whole day until you go to bed, to help you sleep better at night.
- g. There are free Group Fitness classes that are held regularly. Zumba is held on Mondays (in the South Tower), Wednesdays (in the Cancer/Genetics Building), and Thursdays (at Healthstreet on Archer Road). A Pilates class is held on Saturday mornings at the South Tower. A yoga class is held at lunchtime on Tuesdays up on campus.
- h. Several presentations and workshops are held throughout the year, including the Wellness Wednesdays presentations that are held on the first Wednesday of the month. These are held at the HR Building on University Avenue and are also available through livestreaming. The sessions are recorded and can be accessed through the media library on the Wellness website. Anyone interested in giving a Wellness Wednesdays presentation can contact Morgan Papworth at: [Morgan.Papworth@bcbsfl.com](mailto:Morgan.Papworth@bcbsfl.com).
- i. There is a Wellness Partners program which gets representatives from across campus to bring the wellness message to employees in their area. Anyone interested in becoming a wellness partner can contact Morgan Papworth.
- j. Employees can sign-up for the Wellness email list by sending a request to: [hrs-wellness@ufl.edu](mailto:hrs-wellness@ufl.edu).

#### 18. Announcements – Peggy Wallace, Ph.D.

- a. The new UF/Gainesville Strategic Development plan is now available at: [https://issuu.com/dumontjanks/docs/uflorida\\_sdp\\_phase\\_1\\_summary\\_report?e=26665732/39843857](https://issuu.com/dumontjanks/docs/uflorida_sdp_phase_1_summary_report?e=26665732/39843857).
- b. UF Open Access Publishing Fund Reinstated – UF faculty, post-doctoral researcher, staff member, or student author who is the first named or corresponding author on a peer-reviewed research article that has not been previously published and has been accepted for publication in an open access or hybrid open access. Eligible authors will be funded up to a maximum of \$3,000 per year to pay for Article Processing Charges (APCs). For more information and application instructions, please review the UFOAP Fund Policies and Procedures at: <http://cms.uflib.ufl.edu/scholcomm/UFOAPF>.

- c. Fall 2016 COM Faculty Enhancement Opportunity (FEO) Awards recipients have been announced – see Faculty Matters November newsletter for more information. (<http://facultyaffairs.med.ufl.edu/more-faculty-news/faculty-matters-newsletter/>)
  - d. Free valet parking will be available for offsite faculty and staff who periodically need to be onsite at the Medical Center. This service is expected to be available soon and will be administered through departments regarding the selection of those who are eligible for this service.
  - e. University Committee Nominations 2017-2018: Each year the University of Florida offers faculty the opportunity to participate in its governance through various university committees, boards, and councils. A list of these groups can be found at [UF Faculty Senate website](http://senate.ufl.edu) (<http://senate.ufl.edu>)
  - f. The Senate Nominating Committee invites nominations, including self-nominations, for Fall 2017 appointments. The nomination form is posted on the Senate website. Please fully complete the form before submitting as this information will be used in the voting process for senate committees and council elections. Deadline is December 16 at 5 pm. If you choose to nominate a colleague, please confirm their willingness to serve before submitting. Also, please verify that you (or your nominee) meet the requirements, if any, to serve on the committee(s).
  - g. Interview dates for COM Biomedical Sciences PhD program: Jan. 23-24, 2017 and Feb. 6-7, 2017.
  - h. If assistance is needed in addressing retaliation or harassment, email UF Health Shands Compliance Services at [compliance@shands.ufl.edu](mailto:compliance@shands.ufl.edu) or [privacy@shands.ufl.edu](mailto:privacy@shands.ufl.edu), or call the Compliance Hotline at 1-888-329-3569 for compliance concerns.
  - i. New UF Health app available to help everyone who works on our campuses feel safe and secure. UF Health Protect is a free app that connects you with a variety of digital safety tools. The “Friend Walk” feature is a favorite — it allows you to share your location with someone you trust via a real-time map as you move around campus. Search “UF Health Protect” on your app store to explore other functions or learn more about it here: <http://bit.ly/2gaynnM>.
  - j. Reminder to keep an updated promotion “application packet” on the Online Promotion and Tenure (OPT) system. To access the template and instructions, along with policy information, login into myUFL, go to the Main Menu >My Self Service >UF Faculty Promotion and Tenure >Promotion and Tenure Packet >Packet Templates with Activity. The template will open as a Word file, with some sections auto-populated with the candidate’s information. Detailed information about the Online Promotion and Tenure (OPT) system, including instructions, FAQs, and User Guides can be found at: <http://www.hr.ufl.edu/training/myUFL/toolkits/opt.asp>
  - k. For IT needs: UF Health Science Center Help Desk/Technical Support Center at 265-0526.
  - l. Health Science Center tours are available for new faculty through the Office of Faculty Affairs and Professional Development.
  - m. Upcoming events: COM Celebration of Research (February 27-28, 2017); COM Education Week (March 13-17, 2017); COM Celebration of Diversity (April 3-7, 2017); Faculty Appreciation Reception (April 5, 2017).
19. Miscellaneous information –
- a. Current UF construction projects: (<http://www.facilities.ufl.edu/projects/current.php>)
  - b. UF recycling and trash systems: (<https://www.ppd.ufl.edu/departments/refuse.shtml>)
  - c. Faculty biographies: (<https://vivo.ufl.edu>)
  - d. COM student counseling resources: (<http://counseling.med.ufl.edu>)
  - e. Springhill Emergency Ctr: (<https://ufhealth.org/uf-health-shands-emergency-center-springhill>)

20. Dr. Peggy Wallace adjourned the meeting at 6:08PM.

The next Faculty Council Meeting will be held Tuesday, January 3, 2017 @ 5PM in MSB Room M-112. Dean Michael Good, M.D. will provide an update on expansion plans for the College of Medicine. Lauren Solberg, J.D., will describe the Ethics Consultation Service.

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