

Minutes of the May 2, 2017 UF Gainesville 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:

Yi Qiu – Anatomy & Cell Biology
Albert Robinson, III – Anesthesiology
Suming Huang – Biochem. & Molec. Biol.
Tanya Anim – CHFM
Jen Schoch – Dermatology
Amanda Hicks – Health Outcomes & Policy
Lizi Wu – Molec. Genetics & Microbiology
Gregory Murad – Neurological Surgery
Meredith Wicklund - Neurology
Jada Lewis – Neuroscience
Qihong Li – Ophthalmology
Robert Matthias – Orthopaedics & Rehab.
Bryon Petersen – Pediatrics
Peter Sayeski – Physiology
Judith Lightsey – Radiation Oncology
Victoria Bird – Urology

Department Representatives Absent:

Kimberly Sibille – Aging & Geriatric Res.
Arlene Naranjo – Biostatistics
Thomas Payton – Emergency Medicine
Robert Cook – Epidemiology
John Hiemenz – Medicine
Emily Weber LeBrun – Obstetrics & Gyn.
Natalie Silver – Otolaryngology
Jason Fromm – PA School
Marco Salemi – Pathology
Edgar Rodriguez – Pharmacology & Therapeutics
Richard Holbert – Psychiatry
Suzanne Mastin – Radiology
Jose Trevino – Surgery

Invited Speaker: Hannah Norton, Interim Director; Reference & Liaison Librarian, Health Science Center Libraries

Invited Guest: Keith Stone, M.D. – UF COM Ombuds

Minutes:

1. President Peggy Wallace called the meeting to order at 5:02PM.
2. Introduction of new department representatives – Peggy Wallace, Ph.D. – Dr. Natalie Silver – Otolaryngology.
3. The April 2017 Faculty Council meeting minutes were approved.
4. Executive Committee report – Peggy Wallace, Ph.D.
 - a. Dr. Patrick Duff and Dr. Lisa Dixon discussed Residency Match results for current UF medical students and incoming residents from other programs. 65% of UFCOM graduating medical students matched with their first choice of schools. It appears that scores on the Step 1 and Step 2 exams are taking increasing importance in this procedure nationwide. Among incoming residents, there are fewer this year from UF and Florida in general compared to last year.

- b. Dr. Glenn Morris gave an update about the Emerging Pathogens Institute, which received one of only four Vector-borne Disease Regional Centers of Excellence Grants from the CDC for \$10 million last year. (Three other institutions collaborate on this grant, University of Miami, Florida International University and University of South Florida) <http://news.ufl.edu/articles/2016/12/four-state-universities-collaborate-on-10-million-center-to-address-zika-and-other-diseases.php>) Dr. Morris' EPI presentation is posted on the Faculty Council website under the Minutes and Attachments section.
 - c. Four finalists for the Surgery Chair position are returning to UF for comprehensive three-day visits. Six Dermatology Chair candidates are coming to UF for their first visit. One PA Director candidate has been interviewed so far.
 - d. The Salary Equity Study is complete and corrections are being implemented. Currently, Department Chairs are allowed to request salary adjustments one time per year, but that may be changed to once per month if the requests are based solely on equity. As a reminder, all salary increases must be approved by the Vice President's office.
 - e. Dr. Limacher gave an update about the Distinguished Professor Awards. This prestigious award recognizes faculty members who have an exceptional record of achievement in at least one mission while being strong in at least one other mission. There are currently only 3 or 4 faculty members in the COM with this title. These awards were previously selected through the Promotion & Tenure committees, which has caused confusion because it is not a promotion. Therefore, a new committee will be formed to go through nominations and select awardees, likely once a year.
 - f. Dr. Limacher updated the Faculty Onboarding document for new faculty, which can be found on the Faculty Affairs webpage at: <http://facultyaffairs.med.ufl.edu/new-faculty/new-to-uf/faculty-onboarding/>. It includes the HSC walking tour that was suggested by Faculty Council, and provided by council members.
 - g. The Dean stated that the COM budget is right on track with the projected numbers for this year.
5. Curriculum Committee – no updates.
 6. COM Promotion & Tenure Oversight Committee – Laurence Solberg, M.D.
 - a. This committee is in the process of scheduling a meeting. The multi-mission educational track is currently being reviewed.
 7. COM Compensation Committee – no updates.
 8. EFAC – no updates.
 9. Faculty Senate – Lauren Solberg, J.D.
 - a. Dr. David Quillen, an Associate Professor in the College of Medicine Department of Community Health and Family Medicine, will begin his term as UF Faculty Senate Chair in July of 2017.
 - b. Dr. Katie Vogel Anderson, a Clinical Assistant Professor in the College of Pharmacy, was elected as the UF Faculty Senate Chair-Elect.
 10. Update on the COM Ombuds Program – Dr. Keith Stone
 - a. Dr. Stone reported that he has met with three departments so far to discuss the COM Ombuds Program (Neurology, Orthopaedics, and Radiation Oncology). He is

scheduled to meet with five more departments in the near future (Anesthesiology, Biochemistry, Otolaryngology, Surgery, and Obstetrics & Gynecology). His goal is to meet with at least half of the departments by the end of June. He plans to attend a campus-wide Ombuds meeting next week and a statewide meeting in Tallahassee on July 28, 2017.

11. Old business – Peggy Wallace, Ph.D.

- a. A call for nominations will soon begin for the positions of Vice President and President-Elect for COM Faculty Council. Nominee names with a brief bio (1 paragraph) can be submitted to Melissa Liverman (liverman@ufl.edu). Deadline for nominations is May 3, 2017. The election will be held electronically from May 6 – May 24.
- b. Congratulations to the recently elected COM Faculty Senate representatives: Vincent Bird, M.D., Jason Byrd, Ph.D., Margaret Lo, M.D., Scott Myers, M.D., and Lauren Solberg, J.D.
- c. Departments now have the opportunity to purchase parking vouchers to provide (at their discretion) to their offsite clinical faculty who need short-term parking when on campus for meetings, etc. Departments are not required to purchase the vouchers. Contact Dr. Peggy Wallace or Dr. Marian Limacher with questions or concerns.
- d. The proposed 401(a) Supplemental Retirement Program mechanism will be implemented soon.
- e. Annual Chair Evaluations will be initiated in the very near future. Look for the email announcement and remind your faculty. The evaluation must be completed in one sitting, but it is shorter than last year and offers the opportunity to give comments for specific items.

12. New business – Peggy Wallace, Ph.D.

- a. Planning for next year: ask your department faculty for ideas for future projects and speakers and provide that information to Dr. Wallace.
- b. The fringe benefit rate is being raised to 18.3% for clinical faculty (up 2%), to match expenditures.
- c. Attendance was slightly down at the Spring COM Faculty Reception this year. The faculty representatives that were unable to attend were polled to see if there were specific reasons why they didn't attend this year. Most attributed it to scheduling conflicts.
- d. If your term on the Faculty Council is expiring this summer, please remind your Chair to have an election for a representative during the next month. There are no term limits.
- e. Dr. Limacher's office is revising the faculty mentoring policy and would like faculty input. An email has been sent out. The Mentoring Survey can be accessed at the following link: https://ufl.qualtrics.com/jfe/form/SV_bgev6162RK7Z91r.
- f. AAMC CFAS meeting updates – Adrian Tyndall, M.D. and Jim Wynn, M.D. – will discuss at next month's meeting.

13. Announcements – Peggy Wallace, Ph.D.

- a. This year marks the 35th Anniversary of the COM Faculty Council, founded by Dr. Albert Rhoton from the Department of Neurosurgery.
- b. The Fresh Wagon is a program by Common Thread International that connects the

community with fresh produce from local farms. Fresh Wagon visits the HSC HPNP Building circle driveway on Center Drive every Thursday during the Spring and Fall from 1:00pm – 5:00pm. For more information: www.freshwagon.org.

- c. Reminder about discounts to UF faculty/staff/students that are available through GatorPerks: <http://hr.ufl.edu/benefits/other-benefits/gatorperks/>.
 - d. Tell faculty/trainees about the Graduate Student/Postdoc Fellow Summer Leadership Workshop to be held on Friday afternoons during the month of May. For more information and registration, go to <http://graddev.ufhealth.org/professional-skills/leadership/>.
 - e. Health Science Center Innovation Collaborative is sponsoring “A Spotlight on Teaching Innovations” on May 16 from 12-2 p.m. in the Communicore Building, MDL 1 Room CG-69, 53, 55 and 88. Email edu-help@ahc.ufl.edu with any questions. Registration is at the following link: <https://www.eventbrite.com/e/spotlight-on-teaching-innovations-tickets-33989675033>.
 - f. GatorCare resource: Leslie Florence is the on-site GatorCare FloridaBlue representative (Leslie.florence@floridablue.com , 352-594-3354). Please contact her if you need any help with statements or explanations of benefits.
 - g. Announcements seeking nominees for the Multi-Mission Promotion committee (a professor [basic science focus], and a clinical Associate Professor) and the Tenure/Promotion Committee (an Associate Professor), is forthcoming - let your faculty know so they can consider this opportunity. Faculty will vote on the nominees to select the representatives.
 - h. Upcoming events: COM Medical student graduation (May 20, 2017).
 - i. Postdoc/senior grad student development seminar series "Making the Right Moves": graddev.ufhealth.org/professional-skills/research-management/.
 - j. A new benefit, **Care@Work** by [Care.com](http://www.care.com), is available to faculty and staff. [Care.com](http://www.care.com) is a family care service that can help you find caregivers for your whole family, including your child, parents/grandparents and/or pet. There is no cost to you to find vetted caregivers. Once you hire them, the cost of the service will be your responsibility. **An Online webinar will be held on May 18 from 4-5 p.m. describing the benefits of this program. Please register for this webinar at:** <https://attendee.gotowebinar.com/register/4554596458000453891>.
14. [3D Printing and UF’s Institutional Repository at the HSC Library](#) – Hannah Norton, Interim Director; Reference & Liaison Librarian, Health Science Center Libraries
- a. 3D printing is available at the HSC Library, Marston Science Library, and the Education Library. To request 3D printing, submit your model as an STL or OBJ file electronically to: <http://3dprint.uflib.ufl.edu/> or bring your file to the library on a flash drive. The fee for this service is \$0.15 per gram of material used (minimum of \$3). For more information, visit: <http://guides.uflib.ufl.edu/3dprinter>.
 - b. Available 3D printing equipment includes: the MakerBot Replicator 2 model, the Fusion F306 model, and the NextEngine 3D Scanner model (steep learning curve on this model).
 - c. Users will need to choose the resolution level (0.1mm – 0.3mm), infill (honeycomb-infill [by default] or solid), and whether or not to use rafts/supports on the models.
 - d. Programs that can be used to download a model include: Thingiverse; Trimble 3D; Smithsonian; YouMagine; GrabCAD; and yeggi.
 - e. The NIH 3D Print Exchange can be accessed at: <http://3dprint.nih.gov/>. A free log-in is available if needed. Users can find models uploaded by other users, create

- printable models from other image types, and share their own models.
- f. Programs that can be used to create your own models include: Tinkercad, 123D Catch/Make (for simple models); Skechup (for medium models); and Solidworks, Inventor, AutoCAD, Blender and Maya (for complex models). Note that not all 3D modeling software is designed for 3D printing. UF Apps offers many of these programs for students and faculty at: <http://info.apps.ufl.edu/>.
 - g. The Institutional Repository at the University of Florida (IR@UF) is the digital archive for the intellectual output of the UF community, and includes research, news, outreach, and educational materials. Additional information can be found at: <http://ufdc.ufl.edu/ir>.
 - h. The following materials can be uploaded into the IR@UF: journal articles; conference papers and proceedings; monographs and monograph series; technical reports; theses and dissertations; white papers; data and data sets (stand-alone or with publications); journals and other publications of UF colleges; and grant proposals.
 - i. Materials that are uploaded into the IR@UF must be complete, must be scholarly content created by members of the UF community, and the person posting the materials must retain the rights to do so. Any questions regarding these guidelines can be directed to the Liason Librarian <http://library.health.ufl.edu/services/library-liasons/>); the IR Manager (Christy Shorey, chrshor@uflib.ufl.edu), or the Scholarly Communications Librarian (Christine Fruin, Christine.ross@ufl.edu).
 - j. To upload materials into the IR@UF, log-in to myUFC with your Gatorlink at: <http://ufdc.ufl.edu/my/logon>. From the IR@UF main page (<http://ufdc.ufl.edu/ir>) click the "Publish" button, then click the "Submit your research" link.
 - k. To make changes to uploaded materials, log-in to myUFC, open the item, and click "View all my submitted items". Each item is labeled with a unique identifier after the base: <http://ufdc.ufl.edu/>. Then choose "Edit Metadata", "Edit Behaviors" and/or "Manage Files". These selections can be navigated by using the gray bar at the top of the page or by using the drop down from the "Manage" tab.
 - l. Questions can be directed to Hannah Norton at: nortonh@ufl.edu or #352-273-8412.

15. Dr. Peggy Wallace adjourned the meeting at 5:58 pm.

16. Miscellaneous information –

- a. Reminder to check the Faculty Matters e-newsletter for additional COM updates/announcements.
- b. For IT needs: UF Health Science Center Help Desk/Technical Support Center at #265-0526.
- c. Animal Research Task Force (ARTF) Town Hall meetings – the presentation at the link below covers the main concerns/recommendations: http://research.ufl.edu/compliance/pdf/ARTF_Town_Hall_Meeting_presentation.pdf.
- d. UF Open Access Publishing Fund – 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>.
- e. If assistance is needed in addressing retaliation or harassment, email UF Health Shands Compliance Services at compliance@shands.ufl.edu or privacy@shands.ufl.edu, or call the Compliance Hotline at #1-888-329-3569 for compliance concerns.

- f. Research Cooperative listserv – <http://researchaffairs.med.ufl.edu/researcher-resources/uf-resources/uf-research-cooperative-l-mailing-list/>.
- g. Tapingo – Advance reservation service for ordering food from on-campus restaurants, including Chic-Fil-A, Einstein’s Bagels, Panda Express, Salad Creations and Starbucks. Access through mobile app or website (www.tapingo.com). Surcharges apply for service.

The next Faculty Council Meeting will be held Tuesday, June 6, 2017 @ 5PM in MSB Room M-112.

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