

## Minutes of the September 1, 2020 UF Gainesville COM Faculty Council Meeting (held via Zoom)

### Officers Present:

President – Albert Robinson, III  
President Elect – Laurel Blakemore  
Past President – Emily Weber LeBrun

Vice President – Sonia Deshmukh Mehta  
Treasurer – Steven Swarts

### Officers Absent:

Secretary – Jean Cibula

### Department Representatives Present:

Shinichi Someya – Aging & Geriatric Res.  
Rene Opavsky – Anatomy & Cell Biology  
Matthew Andoniadis – Anesthesiology  
Mingyi Xie – Biochem. & Molec. Biology  
Ji-Hyun Lee – Biostatistics  
Ku-Lang Chang – CHFM  
Addie Walker – Dermatology  
Meredith Thompson – Emergency Medicine  
Catalina Lopez-Quintero – Epidemiology  
Jiang Bian – Health Outcomes & Biomedical Informatics  
Kiran Lukose – Medicine  
Lizi Wu – Molec. Genetics & Microbiology  
Ashley Ghiaseddin – Neurological Surgery

Anna Khanna – Neurology  
Paramita Chakrabarty – Neuroscience  
Ekaterina Lobanova – Ophthalmology  
Natalie Silver – Otolaryngology  
Marie Rivera-Zengotita – Pathology  
Mike Davis – Pediatrics  
Daniel Wesson – Pharmacology & Therapeutics  
Erica Dale – Physiology  
Mariam Rahmani – Psychiatry  
Steven Swarts – Radiation Oncology  
Priya Sharma – Radiology  
Ryan Thomas – Surgery  
Romano De Marco – Urology

### Department Representatives Absent:

Kathleen Green – Obstetrics & Gynecology  
Hernan Prieto – Orthopaedics & Rehab.

Petar Breitinger – PA School

### Invited Speakers:

Christine Lloyd, Director, UF COM Human Resources  
Corina Velasquez, Associate Director, UF COM Human Resources

### Guests:

Mark Segal, M.D., Ph.D., Senior Associate Dean for Faculty Affairs and Professional Development  
Kimberly Sibille, Ph.D., Associate Professor, Department of Aging

### Minutes:

1. President Albert Robinson, III called the meeting to order at 5:01pm.
2. Volunteers from the Faculty Council are needed to assist the UF COM Faculty Enhancement Opportunity (FEO) Review Committee in reviewing applications for the upcoming FEO Awards. Those who are interested can email Melissa Liverman at [liverman@ufl.edu](mailto:liverman@ufl.edu).
3. The August 2020 Faculty Council meeting minutes were approved.
4. New Leave Policy – PTO Plan Fall 2020: Christine Lloyd, Ed. D., SPHR, SHRM-SCP, Director, UF COM Human Resources, and Corina Velasquez, Associate Director, UF COM Human Resources
  - Updates were provided on the university's plans to elevate faculty and staff benefits. These changes stem from the goals set forth by Jody Gentry, Vice President for UF Human Resources, in the 2016 UF Human Resource Services Strategic Commitment. The following

two changes are being contemplated for 2021.

- Modernizing the leave program to make us more competitive by adding 8 weeks of Paid Family Leave to be used for parental leave (birth, adoption, fostering) or medical leave (personal or family member's illness or injury). The university is also making plans to convert to a Paid Time Off model, which will make taking more flexible. No hours will be lost in conversion.
- Moving to a single record-keeper for the retirement plans administered by the university on January 1, 2021. All state FRS and SUS-ORP plans remain in place with no changes and there are no changes to contribution amounts or percentages. A UF advisory committee for fiduciary oversight has been established. Additional information is forthcoming.
- UFHR will be hosting virtual Town Hall sessions on:
  - Tuesday, September 22 at 10:30 am for faculty
  - Thursday, September 24 at 1:30 pm for staff
  - Tuesday, September 29 at 2 pm for all College of Medicine faculty and staff

#### 5. Committee Reports:

- Medical Staff Quality & Operations Mtg and Executive Committee Report (August 2020) - Albert Robinson, III, M.D.
  - The appointment of Dr. Jennifer Hunt as the new Chair of Pathology, Immunology, and Laboratory Medicine was announced.
  - The number of new positive COVID in-house cases has stabilized over the last week and is now decreasing (as of August 22, 2020).
  - A change was made to the COVID International Travel Policy – those who are asymptomatic can now immediately return to work; however, along with wearing a mask, they are required to be tested for the virus on days 1, 5, and 9.
  - The new phone number for Bloodborne Pathogen Exposure is: 352-265-ASAP (352-265-2727).
  - The Shands budget was discussed.
  - The Oaks Mall UF Health facility is now fully functioning.
  - Hotel ELEO at the University of Florida is now open. This will improve the patient experience, as well as provide accommodations for prospective faculty and students. Additional information can be found online at: <https://www.hoteleleo.com/>.
  - The new UF Leave Policy and retirement changes were discussed.
  - Plans for possible campus-wide furloughs (if it becomes necessary) were discussed.
  - The timeline for re-structuring the COM Faculty Compensation Plan is September through December of 2020. Dr Robinson will be representing FC.
  - Dr. Michael Good, former Dean of the UF College of Medicine, will be inducted into the College of Medicine Wall of Fame on October 2, 2020 during the UF COM Alumni Weekend celebration.
- Department Chair and UF COM Searches – Albert Robinson, III, M.D.
  - Stephen E. Kimmel, M.D., MSCE, was recently selected as the new Chair of the Department of Epidemiology, effective December of 2020.
  - Finalists in the UF COM Dean's Search will have on-campus interviews beginning in September of 2020.
- COM Curriculum Committee (August 2020 meeting)– Meredith Thompson, M.D.

- Dr. Grant Harrell will be leading an initiative to introduce themes related to diversity and social determinants of health into the medical school curriculum.
- The UF COM JEDI Task Force recommendations were discussed, with particular emphasis on creating more inclusive and supportive learning environment for under-represented minorities in the pre-clinical years and having increased minority representation amongst lecturers, team-teaching, etc. The team is reviewing evidence of possible bias in clerkship evaluations. Recommendations to address some of these issues include bias training and starting an educational book club.
- Faculty Lounge Art Project – Emily Weber LeBrun, M.D.
  - There was discussion about how to display the faculty artwork submissions in the Faculty Lounge. The donation that was recently provided from Dr. Jill Sumfest on behalf of GatorCare could potentially be used to purchase electronic frames to display the artwork. The committee voted to temporarily display loaned artwork until additional plans are made to showcase the faculty artwork.
- Finance Committee/EFAC Report (August 2020 meeting)– Steven Swarts, PhD
  - As of June 2020, the FCPA had a shortfall of \$15.6M dollars, but \$91M in total cash in investments was maintained. This provides a working cash days available of 50 as of the end of June, which is good news.
  - Collections were down 5.4% overall in the COM, for a shortfall of \$25M, but through COVID relief funds and cost savings due to reductions in advertising, dues, food, travel and tuition, the shortfall was reduced to approximately \$11.8M for the year.
- Research Task Force (RTF) – Kimberly Sibille, PhD
  - Three Research Resource documents will be posted on the Faculty Council website to address requests identified by faculty involved in Research:
    - Resources for Identifying Trainees
    - Resources for Conducting Research
    - Orientation checklist for CRC and RAs
  - The Faculty Council and Research Task Force in conjunction with the College of Medicine are working on setting up Bolster Bucks, a supplemental funding mechanism to provide support to faculty involved in research. We look forward to providing updates next month and hopefully a motion to proceed with the initiative at the next general body meeting. The goal is for FC Reps to serve as reviewers, the time involvement should be minimal. We look forward to many of you joining us in these efforts!
  - September is National Post-Doctoral Trainee Week - September 21-25.
  - The Office of Postdoctoral Affairs has previously organized an array of events across the week, for more information: <http://postdoc.aa.ufl.edu>.
  - Dr. Paramita Chakrabarty was nominated as the new Chair of the RTF for a one year term, 2020-2021. This was voted on and approved by the Faculty Council.
- UF Faculty Senate
  - Committee members who are regularly attending UF Senate meetings were asked to notify Dr. Albert Robinson ([arobinson@anest.ufl.edu](mailto:arobinson@anest.ufl.edu)) or Melissa Liverman ([liverman@ufl.edu](mailto:liverman@ufl.edu)), as they may be asked to provide monthly reports to the Faculty Council.

## 6. Old Business:

- Chair Evaluations and Linkage, next steps - Albert Robinson, III, M.D.
  - There was an outstanding 70.9% faculty response rate for the recent Chair Evaluation administered through Linkage.
  - The Chairs will receive their evaluations during the week of September 8, 2020, and will be encouraged to share the results with their faculty.
  - The Dean will discuss these evaluations with the Chairs as part of their annual evaluation. The goal is to have Chairs attend leadership training and coaching if the need is identified.
  
- President-Elect election
  - The President-Elect for Faculty Council recently resigned and the committee voted to hold an election for a new President-Elect. The nominations have been received and the election will be held September 14-25, 2020. The new President-Elect will start the position on October 5, 2020.
  
- Review Bylaws of the Constitution of the University of Florida College of Medicine
  - Officers and representatives are encouraged to review the Bylaws on the Faculty Council website: <https://facultycouncil.med.ufl.edu/files/2018/10/FC-Bylaws-approved-10-2-18.pdf> and provide feedback on any changes that may need to be made. The responses will be collated and reviewed, and a final draft of the bylaws will be sent to the committee at least 14 days prior to a vote. The vote will likely be held at the October meeting.
  - FC Voting (as in Bylaws)
    - Faculty in attendance constitute a quorum. Majority vote is defined as 50% plus one member in attendance.
  - FC Attendance Policy for Departmental Representatives at Council Meeting
    - Departmental representatives who are unable to attend a monthly meeting should select an alternate to attend the meeting as a voting participant.
    - After three absences or more, the Faculty Council will reach out to you and your chair to determine status (expected to attend 75% of meetings).
  - General Body Meetings 2020-21 Academic Year
    - Faculty Council meetings are held on the first Tuesdays of the month from 5:00pm – 6:00pm, in MSB Room M-112 for in-person meetings or via Zoom.

## 7. New Business:

- Faculty Lounge improvements
  - There was discussion about providing non-perishable healthy snacks and/or drinks for faculty in the COM Faculty Lounge. Funding for this has not yet been established, so a motion was made to initiate a pilot project in which the Faculty Affairs office will provide funding for this on an intermittent basis if/when available. The motion was seconded and this was voted on and approved.

President Albert Robinson, III adjourned the meeting at 6:37 pm.

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## **Announcements:**

### **Faculty Enhancement Opportunity (FEO) Grants**

If you are interested in applying, please read the information <http://com-faculty-affairs-a2.sites.medinfo.ufl.edu/2020/08/20/spring-2021-faculty-enhancement-opportunity-feo/>. Please **make**

**sure you meet the eligibility requirements** before applying (Faculty must have been hired on or before October 18, 2017). This is an excellent faculty opportunity that is supported by the COM Faculty Council, Dean Tyndall, Dean Haley, Provost Glover and President Fuchs.

This is a 3 step process:

1. The College of Medicine FEO (COM-FEO) review committee requires a brief Letter of Intent (LOI) to be submitted as a one-line email sent to [hamleen@ufl.edu](mailto:hamleen@ufl.edu) to indicate that you will be preparing an application. The LOI must include: **a)** the date you joined the UF faculty; **b)** a description of the activity you will be requesting support for (1-2 sentences); **c)** an estimate of the total cost; and **d)** the time frame that the activity will take place (the activity must take place between January and June 2020). **The electronic LOI is due by September 18, 2020 and the complete application is due by September 21, 2020 @5:00PM.**
2. Your application will be reviewed by the COM-FEO review committee to determine which applications will be recommended for support. If needed, we may request clarifying information.
3. If supported by the COM-FEO review committee, your application will be submitted to the Provost on or before the University submission deadline of October 19, 2020, for consideration by the University committee.

**ELECTION DATES:** <https://www.votealachua.com/>

- 2020 General Election: November 3, 2020

### **Advancing Racial Justice through Inclusion, Diversity, Equity, and Access at the University of Florida**

- This call will focus on research and scholarship on Advancing Racial Justice through inclusion, diversity, equity, and access. Research and scholarship in the areas of the Black experience, including anti-Black racism, inequity, culture, joy, and resilience are especially encouraged.
- The deadline for submission of proposals through both the UFIRST and InfoReady Review Portals is **5 PM EST, September 28, 2020**. Questions about this call for proposals may be addressed to Antonio Farias ([antoniofarias@ufl.edu](mailto:antoniofarias@ufl.edu)) or Dr. Sobha Jaishankar ([sjaishan@ufl.edu](mailto:sjaishan@ufl.edu)).

### **UF COM Ombuds**

To schedule an appointment with the UFCOM Ombuds for faculty, Dr. Keith Stone, email your request to [stonek@ufl.edu](mailto:stonek@ufl.edu), and simply include your name and contact information. To maintain confidentiality use email only to schedule appointments. Additional details can be found online at: <https://ombuds.med.ufl.edu/>.

### **Wellness Corner**

Resources to Promote Mental, Physical, Psychosocial, and Occupational Well-Being during COVID-19 Outbreak. **Please visit the UF COM Wellness COVID-19 Resource page:** <https://wellness.med.ufl.edu/2020/04/01/resources-to-promote-well-being-during-covid-19-outbreak/>.

The next Faculty Council Meeting will be held Tuesday, October 6, 2020 @ 5PM.

*Minutes recorded by Melissa Liverman, Administrative Assistant, and edited by Dr. Jean Cibula and Dr. Albert Robinson, III.*