# College of Medicine Council Meeting Minutes

## Place/Date: 2315A/B Dowling Tuesday, September 7, 2010 1:30 p.m.

#### **Council Members Present:**

Brickman, K., Dennis, M., Gardner, A., Gunning, W., Hanna, W., Hill, J., Joe, B., Margiotta, J., Novella, I., Porter, M., Tietz, E., Tinkel, J., Wall, J., Weldy, D., Willey, J., Wooten, R., Yoon-Krawczyk, Y.

## **Council Members Absent:**

Baugh, R., Davis, W., Elmer, L., Fedorov, A., Hejeebu, S., Khurshid, N., Liu, D., Malhotra, D., Marco, A., Milz, S., Mukundan, D., Mustapha, A., Nazzal, M., Pearson, D., Rais, A., Skie, M., Smirnoff-Poling, J., Williams, K.

# College of Medicine (COM) Faculty and Guests:

Gold, J.

| Agenda Item   | Discussion  | Action |
|---|---|--------|
| Call to Order   | • By Council President Willey at 1:35 p.m.  |        |
| Minutes   | <ul> <li>June 18, 2010 minutes were approved with corrections.</li> <li>Dr. Tietz raised the issue of a "formal" response from Dr.<br/>Gold regarding the Council Issues. Dr. Gold will attend the<br/>December 7, 2010 meeting and continue his response to the<br/>issues.</li> <li>Secretary Porter will send Dr. Gold a copy of the June 2010<br/>minutes to review and submit revisions as needed.</li> </ul>  | ← Done |
| Report of the Executive<br>Committee by President<br>Willey | <ul> <li>Issues for FY 2010/2011         President Willey asked for further input on the issues for this year         <ul> <li>Suggestions for Bridge Funding policy</li> <li>Dr. Wall will survey the faculty</li> <li>Benefits Comparison</li> <li>Past-President Joe worked with President-elect Milz and polled the faculty concerning the benefits for which there are concerns. These issues were compiled and</li> <li>Past-President Joe will work on creating a comparison chart and work with Ms. Hanna</li> <li>Salary Comparison – outcome and suggestions</li> <li>COM representation on key UT committees</li> </ul> </li> <li>Bylaws         <ul> <li>An electronic vote was held to accept the constitution and bylaws written for the COM Council. 27 of 34 Council members (79%) voted to accept the bylaws.</li> </ul> </li> </ul> | ← Done |

| Report of the Executive | • If a members has any additional changes for the   |             |
|-------------------------|---|-------------|
| Committee by President  | bylaws they can forward them to   |             |
| Willey continued        | <u>ComCouncilSecretary@utoledo.edu</u>  |             |
|                         | Strategic Planning  |             |
|                         | <ul> <li>Faculty members were encouraged to become</li> </ul>   |             |
|                         | involved, read the plan and make suggestions  |             |
|                         | <ul> <li>There will be two (2) meetings for faculty to attend</li> </ul>  |             |
|                         | and give their input – September 16 (Main Campus)   |             |
|                         | and 17 (Health Science Campus)  |             |
|                         | <ul> <li>President Jacobs will be presenting the UT</li> </ul>  |             |
|                         | reorganization plan on September 24. This plan will   |             |
|                         | be sent to the UT Board of Trustees for approval  |             |
|                         | Upcoming COM Council Meetings   |             |
|                         | o Tuesday, December 7, 2010, 1:30-2:30 p.m. in 1000A  |             |
|                         | Collier Building  |             |
|                         | o Tuesday, March 1, 2011, 1:30-2:30 p.m. place TBA  |             |
|                         | <ul> <li>Slate of nominees for officers will be</li> </ul>  |             |
|                         | submitted to Council at this time   |             |
|                         | • Monday, June 6, 2011, 10:30-11:30 a.m. place TBA  |             |
|                         | University of Toledo Policies   |             |
|                         | • An email will be sent Council members with  |             |
|                         | instructions on how to subscribe to the email list that   |             |
|                         | informs users of which policies are being revised or  |             |
|                         | submitted for review.   |             |
|                         | <ul> <li>Council was asked to please inform the Executive</li> </ul>  |             |
|                         | Committee of any polices that need to be addressed  |             |
|                         | <ul> <li>Employee Relief Fund</li> </ul>  |             |
|                         | • There is a fund balance of \$12,293.  |             |
|                         |   |             |
|                         | <ul> <li>The Foundation has received applications from two<br/>eligible individuals and made awards to each. One</li> </ul>         |             |
|                         | -   |             |
|                         | received two disbursements of \$110 each (\$220   |             |
|                         | total), and the other received one disbursement of \$165.   |             |
|                         |   |             |
|                         | <ul> <li>The Council needs to decided how much longer the<br/>fund needs to be continued and what to do with the</li> </ul>         | <b>←</b> ?? |
|                         | unused money  |             |
| Reports from Standing   | unuseu money  |             |
| Committees              |   |             |
| Academic Affairs        | No report   |             |
| (D. Weldy)              |   |             |
|                         |   |             |
| Bylaws (J. Willey)      | <ul> <li>Council voted to accept bylaws – see Report of the Executive</li> <li>Committee by President Willow for details</li> </ul> |             |
| Committee               | Committee by President Willey for details   |             |
| Committee on            | • It was requested to have COM faculty representatives on   |             |
| Committees and Shared   | several UT committees.  |             |
| Governance (E. Tietz)   | <ul> <li>University Research Council – Dr. Howard,</li> </ul>   |             |
|                         | Yamamoto and Blumenthal all have 1 year   |             |
|                         | appointments and can report to Council  |             |
|                         | <ul> <li>Committee on Reorganization – had no COM</li> </ul>  |             |
|                         |   |             |

|                           | representative   | ←??        |
|---------------------------|--|------------|
|                           | • Dr. Gold asked Dr. Tietz to send him an email with   |            |
|                           | suggestions  |            |
| Elections (M. Porter)     | • Will be seeking committee members and nominations for  |            |
|                           | Vice President (clinical nominee) and Secretary/Treasurer  | ←Done      |
| Faculty Affairs (J. Wall) | Two issues   |            |
|                           | <ul> <li>Summary of salaries and comparisons</li> </ul>  |            |
|                           | <ul> <li>COM is less by substantial amount</li> </ul>  |            |
|                           | <ul> <li>Secretary Porter will send Dr. Gold the</li> </ul>  | ←Done      |
|                           | information  |            |
|                           | <ul> <li>Bridge Funding</li> </ul>   |            |
|                           | <ul> <li>How to increase in a substantial way</li> </ul>   |            |
|                           | <ul> <li>One proposal was to place money in escrow</li> </ul>  |            |
|                           | account for future use   |            |
|                           | <ul> <li>Will poll the COM faculty for suggestions and</li> </ul>  | <b>.</b> _ |
|                           | make a report at a later meeting   | ←Done      |
| COM Employee Relief Fund  | • \$11, 250.00 in fund   |            |
|                           | <ul> <li>One applicant/recipient who will be reapplying</li> </ul>   |            |
|                           | • Foundation is waiting to obtain a list from HR on the last   |            |
|                           | round of lay-offs.   |            |
| Dean's Report             | Thank Council for the Invitation to the meeting  |            |
|                           | • COM is required to submit a report to the LCME   |            |
|                           | • Will be doing LCME self-study - UT is in full compliance with  |            |
|                           | the first 15-16 standards and there are only 1-2 that need to  |            |
|                           | be addressed: diversity & cultural competency and student  |            |
|                           | debt   |            |
|                           | • The preliminary report of the 2010 graduating class is out   |            |
|                           | and it will be circulated to the COM when it is received; there  |            |
|                           | are some good and some room for improvement.   |            |
|                           | • Thanks those who participated in the Pharmacy ribbon   |            |
|                           | cutting; Continuing to monitor the HSC parking situation;  |            |
|                           | <ul> <li>problems with AV in classrooms is being addressed</li> <li>Strategic Plan – encouraged COM faculty to participate in</li> </ul> |            |
|                           | meetings, read the plan and respond to the goals and   |            |
|                           | metrics; will again be using Prism for entering information  |            |
|                           | <ul> <li>Strategic Reorganization – gave an overview of the process;</li> </ul>  |            |
|                           | College of Arts & Sciences has submitted their plan; Dr. Gold  |            |
|                           | explained his ideas; noted that CON and HSHS have already  |            |
|                           | undergone restructuring and that COM has gone through  |            |
|                           | some metamorphosis; Dean would like more collaboration   |            |
|                           | with other departments outside COM; explained his concept  |            |
|                           | of the organizational structure and collaboration  |            |
|                           | <ul> <li>Matriculated 175 students for 2010</li> </ul>   |            |
|                           | <ul> <li>Question: How does LMCE see strategic plan?</li> </ul>  |            |
|                           | <ul> <li>LMCE more interested in structure but Dean will ask</li> </ul>  |            |
|                           | how it will affect our review  |            |
|                           | Bridge Funding – Couple of department chairs have used   |            |
|                           | research incentive funds which are in escrow. Noted that   |            |

|                   | 2012 does not look good.  |
|-------------------|---|
| New Business      | • None  |
| Next Meetings     | <ul> <li>Tuesday, December 7, 2010, 1:30-2:30 p.m. in 1000A Collier<br/>Building</li> <li>Tuesday, March 1, 2011, 1:30-2:30 p.m. place TBA         <ul> <li>Slate of nominees for officers will be submitted to<br/>Council at this time</li> </ul> </li> </ul> |
|                   | • Monday, June 6, 2011, 10:30-11:30 a.m. place TBA  |
| Adjourn           | • By Council President Willey at 2:59 p.m.  |
| Minutes Submitted | By Secretary Porter on November 24, 2010  |