

College of Medicine Council Meeting

Draft Minutes

105 HEB

Tuesday, April 21, 2015

5:00 p.m.

Council Members Present:

Hill, J; Novella, I; Oliver, G; Porter, M; Saltzman, B ; Singla, A; Smirnoff-Poling, J; Weldy, D; Williams, K; Yoon-Krawczyk, Y

Council Members Absent:

Baugh, R; Bieszczad, J; Elmer, L; Fedorov, A; Filatoff, G; Gatto-Weis, C; Geisler, J; Hejeebu, S; Huntley, J (excused); Mukundan, D; Mustapha, A; Nazzal, M; Pearson, D; Rais, A; Sanchez, E; Schwann, T; Tinkel, J; Vazquez, G; Wall, J; Willey, J

College of Medicine (COM) Faculty and Guests:

Assaly, R; Brickman, K; Giovannucci, D; Howard, M; Woodson, D; Sawicki, T

Agenda Item	Discussion/Report/Presentation/Action
Call to Order	<ul style="list-style-type: none">By Council President Singla at 5:05 p.m.
Minutes	<ul style="list-style-type: none">Wednesday, November 5, 2014 and Tuesday, December 16, 2014 were <i>approved as written</i>
Dean's Report	<ul style="list-style-type: none"><u>Email hygiene reminder</u><ul style="list-style-type: none">Don't rant in an email; wait 24 hoursAll UT email are public documents<u>UTMC affiliation progress report</u><ul style="list-style-type: none">Phase One - Study done on UTMC, COM, Regulations and national trendsPhase Two (RFP)<ul style="list-style-type: none">Cast a wide net for partners – north up to Flint, west to Fort Wayne, south to Cincinnati and east to ClevelandReceived dozens of responses and narrowed down in January 2015<ul style="list-style-type: none">2 in market area & 1 out of market areaNegotiation Phase<ul style="list-style-type: none">All 3 in parallelMoney<ul style="list-style-type: none">Capital to rebuild COM – classroom upgrades and labsCapital for operating expenses – clinical & basic science faculty\$35mil from UTMC goes to COM each year but this is unsustainableSlots needed – residencies, medical and other health professional studentsNeed funding for faculty development and researchWrap up in the next few weeks then a selection will occur<ul style="list-style-type: none">Criteria for decision - Meets academic needs & Deal we can doStrengths in negotiation<ul style="list-style-type: none">COMClinical trainees want jobs with academic affiliationUT has ability to transformMay take years to fully implement but signed agreement may be in place in this calendar yearNeed funding for faculty development and research which can occur with this affiliation

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Invited Presenters	
<i>Douglas Sinnott</i>	<p><u>Email and security issues</u></p> <ul style="list-style-type: none"> IT very busy dealing with email, file sharing and authentication issues Best to contact IR mid-semester; not first two weeks of semester Disk space – <ul style="list-style-type: none"> Tight because 10 times the disk space is used for backup; 2 weeks' worth of email and data If extra space is needed for reasonable purpose, contact IT Beginning 2015-16, will be using the <i>Cloud</i> for email (50 gigs) and H-drive (1 terabyte); security agreement with Microsoft DO NOT USE Dropbox.com because it isn't secure! Secure data transfer – use elf.utoledo.edu; log in using UTAD account HSC voicemail system is antiquated and will be going to VOIP (voice over IP) system in the future for phones Apples don't work well with all IT systems <p>Email: all email from your UT email account should never be forwarded to a personal account (i.e., gmail, yahoo, etc.) because UT can be fined for a HIPAA violation</p>
<i>Jennifer Hill, PhD</i>	<p><u>Update on Workload Metrics</u></p> <ul style="list-style-type: none"> Reminder Current document posted on COM Council Website Recommendations for the Dean's Office on Faculty Activity Recording and Metrics April 2015 One year to date that this committee has been convened to work on workload metrics Dean requested something simpler so committee met and composed this document housed on the COM Council Website Suggest that the Annual Review of Professional Activities (ARPA) be the basis for annual review of work No points and will be created for COM with form for following year activities Dean will meet with the Chairs to discuss; ARPA between faculty and Chair
Elections (M. Porter)	<ul style="list-style-type: none"> Please send nominations for Vice President and Secretary/Treasurer to COMCouncilSecretary@UToledo.Edu Election will be held in May 2015
Bylaw Revisions (K. Williams)	<ul style="list-style-type: none"> Amendment to bylaws concerning officer vacancies V. Officers A. 7. Vacancies of Office a. & b. – revised wording to be consistent as well as allowing the Council Executive Committee to appoint a Council member until the next scheduled election (May). The amendment was posted with the meeting announcement; discussion occurred at the meeting with all in agreement to include for a vote on the election ballot in May 2015.

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Research Council Report (M. Howard)	<ul style="list-style-type: none">• Money available for faculty – majority endowed for bio sciences and have gone to COM• Faculty Development funds for meetings and workshops• IRB and summer projects – looking at expedition of IRB approval for students who work summers
Graduate Council Report (D. Giovannucci)	<ul style="list-style-type: none">• College of Graduate Studies (COGS) Dean assessment is open for members of Graduate Council – reminder to complete
Senate Report (M. Porter)	<ul style="list-style-type: none">• Currently conducting assessments of a number of deans but not the COM&LS dean because he is new
Next Meetings	<ul style="list-style-type: none">• May 2015<ul style="list-style-type: none">○ Election of Vice President and Secretary/Treasurer○ Election of 1/3 of Council Representatives• Tuesday, June 23, 2015 5:00 p.m. - 6:00 p.m. HEB 105
Adjourn	<ul style="list-style-type: none">• By Council President Singla at 6:18 p.m.
Minutes Submitted	<ul style="list-style-type: none">• By Past President/Secretary Porter on Monday, April 23, 2015