

APPROVED MINUTES

COM Faculty Council Meeting

Friday June 23rd 2017

Noon-1 pm

DOW 2315

Academic Year 2016-2017

| | |
|------------------|---------------------------|
| Khaled Shahrour | President |
| David Kennedy | Vice President |
| Andrea Kalinoski | Secretary |
| Kandace Williams | Past President |
| Wafaa Hanna | Office of Faculty Affairs |

1. Call to Order by President David Kennedy Ph.D. 12:01 p.m.

Faculty Present: Jacob Bieszczad, Laura Brown, Chuck Brunicardi, Sourabh Chattopadhyay, Chris Cooper, Joan Duggan, Lance Dworkin, Kate Eisenmann, Doug Federman, Gregory Filatoff, Lucy Goodenday, William Gunning, Steven Haller, Jeff Hammersley, Wafaa Hanna, Jason Huntley, Jerzy Jankun, Champa Jayasuriya, James Judkins, Andrea Kalinoski, David Kennedy, James Kleshinski, Sivarajan Kumarasamy, Beata Lecka-Czernik, Bruce Levison, Shi-he Liu, Joseph Margiotta, Deepa Mukundan, Jorge Ortiz, Kevin Pan, David Pearson, Dayanidhi Raman, Shobha Ratnam, Jason Schroeder, Puneet Sindhvani, Stan Stepkowski, Travis Taylor, Jiang Tian, Robert Trumbly, David Weldy, Beth White, Kandace Williams, Donna Woodson, Rande Worth

Guest: Nikki Russel

2. Approval of Minutes from COM Council meeting April 28, 2017.
3. Report of the Executive Committee: David Kennedy, Ph.D.

- a. Thank you to 2016-2017 COM Council Officers:

| Academic Year | 2016-2017 |
|----------------------|---------------------------|
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- b. Introduction of new COM Faculty Council officers for 2017-2018

| Academic Year | 2017-2018 |
|----------------------|---------------------------|
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c. Duties and participation of faculty representatives in COM Faculty Council

From the Bylaws:

II. PURPOSE

A. The Council is an elected representative body of the COM Faculty created to promote the missions, functions and interests of the College and its Faculty, and to participate in such aspects of shared governance as deemed appropriate by mutual agreement of the COM Faculty and Administration.

- The Council is constituted in accordance with the bylaws of the University of Toledo Faculty Senate, which mandates creation of a faculty body within each College to participate in shared governance of the College. These articles comply with the letter and spirit of the UT Faculty Senate recommendations concerning College governance bodies.
- The authority and power of the Council to take actions set forth herein have been delegated and, in the ordinary course of events, will continue to be delegated from the Board of Trustees through the President and Officers of the University to the Council.

III. RESPONSIBILITIES

- To provide a collegial forum for communication and consultation between the COM Faculty and Administration.
- To promote the missions, functions and interests of the COM Faculty.
- To promote and protect the rights and privileges, equal opportunity, due process, and academic freedom of the COM Faculty.
- To promote an exemplary standard of ethical conduct at all times in all academic, clinical, professional and administrative actions.
- To serve as an advisory body to the Dean and other senior administrative and leadership staff of the COM regarding issues significant to the COM Faculty. The Council may also advise the Chancellor and other administrators of the Health Science Campus, the UT Faculty Senate, and UT Administration as needed regarding matters of particular concern to the COM Faculty.
- To review the academic policies, procedures and programs of the COM, and any proposed changes that directly affect the Faculty and/or the academic mission of the COM.
- To participate in long-term and strategic planning for the COM and its faculty.
- To review the budget of the COM and to advise the administration regarding the strategic utilization of fiscal and other resources as appropriate.
- To form standing and ad hoc committees as may be appropriate for effective and efficient execution of its duties.
- To consider and act on any subject of interest to the COM Faculty.
- To represent and act on behalf of the COM Faculty when appropriate.
- To collaborate with the COM Administration in developing and implementing the tenets of shared governance regarding the COM and its mission, including but not limited to: faculty academic affairs, promotions and tenure, grievances and disciplinary actions, curricula and

academic regulations for student and post-graduate trainees, and the granting of degrees, honors and awards, as appropriate and necessary.

- Actions of the Council are advisory in nature, except as specifically granted by the Dean of the COM. The Dean retains ultimate responsibility for design and implementation of all graduate, post-graduate and professional curricula.

- Please show up, we can't do this without you!
- "Members are expected to attend a minimum of 75% of Council meetings per year. If attendance drops below this requirement, the position may be considered vacant."

College of Medicine Council Membership 2016/2017

| Department | Name | Office | Email Address | Term Expires |
|---------------------------------------|----------------------------|-----------------------|--------------------------------|--------------|
| COM Executive Committee | Khaled Shahrouh, M.D. | President | Khaled.shahrouh@utoledo.edu | June 2018 |
| | David Kennedy, Ph.D. | Vice President | David.kennedy@utoledo.edu | June 2019 |
| | Kandace Williams, Ph.D. | Past President | Kandace.williams@utoledo.edu | June 2017 |
| | Andrea Kalinoski, Ph.D. | Secretary/Treasurer | Andrea.kalinoski@utoledo.edu | June 2019 |
| Anesthesiology (1) | Gregory Filatoff, M.D. | Dept. Representative | gregory.filatoff@utoledo.edu | June 2015 |
| Biochemistry & Cancer Biology (1) | Dayanidhi Raman, Ph.D. | Dept. Representative | Dayanidhi.Raman@utoledo.edu | June 2019 |
| Emergency Medicine (1) | Joseph J Ryno, D.O. | Dept. Representative | Joseph.ryno@utoledo.edu | June 2015 |
| Family Medicine (2) | David Weldy, M.D., Ph.D. | Dept. Representative | David.Weldy@utoledo.edu | June 2016 |
| Medical Microbiology & Immunology (2) | Travis Taylor, Ph.D. | Dept. Representatives | Travis.taylor@utoledo.edu | June 2017 |
| | Jason F. Huntley, Ph.D. | | jason.huntley@utoledo.edu | June 2018 |
| Medicine (6) | Alexei Fedorov, Ph.D. | Dept. Representatives | Alexei.Fedorov@utoledo.edu | June 2019 |
| | Haller, Steven T., Ph.D. | | steven.haller@utoledo.edu | June 2019 |
| | Shobha Ratnam, M/D. | | Shobha.Ratnam@utoledo.edu | June 2019 |
| | Jodi Tinkel, M.D. | | jodi.tinkel@utoledo.edu | June 2015 |
| | James Willey, M.D. | | James.Willey2@utoledo.edu | June 2015 |
| Youngsook Yoon-Krawczyk, M.D. | youngsook.Yoon@utoledo.edu | June 2018 | | |
| Neurology (1) | Hongyan Li, M/D. | Dept. Representative | Hongyan.Li@utoledo.edu | June 2019 |
| Neurosciences (2) | Joseph Margiotta, Ph.D. | Dept. Representative | Joseph.Margiotta@utoledo.edu | June 2019 |
| OB/GYN (1) | John Wall, Ph.D. | Dept. Representative | John.Wall@utoledo.edu | June 2014 |
| Orthopedic Surgery (2) | Champa Jayasuriya, Ph.D. | Dept. Representatives | Abdulazim.Mustapha@utoledo.edu | June 2019 |
| | Beata Lecka-Czernik, Ph.D. | | Beata.leckaczernik@utoledo.edu | June 2019 |
| Pathology (1) | Cara Gatto-Weis, M.D. | Dept. Representative | Cara.gatto-weis@utoledo.edu | June 2015 |
| Pediatrics (1) | Deepa Mukundan, M.D. | Dept. Representative | Deepa.Mukunda@utoledo.edu | June 2019 |
| Physician Assistant Studies (1) | Gisella Oliver, M.S.B.S. | Dept. Representative | Gisella.Oliver@utoledo.edu | June 2018 |
| Physiology/Pharmacology (3) | Jennifer Hill, Ph.D. | Dept. Representatives | Jennifer.Hill4@utoledo.edu | June 2019 |
| | Edwin Sanchez, Ph.D. | | edwin.sanchez@utoledo.edu | June 2014 |
| | Guillermo Vazquez, Ph.D. | | guillermo.vazquez@utoledo.edu | June 2019 |
| Psychiatry (2) | Alina R. Rais, M.D. | Dept. Representatives | Alina.Rais@utoledo.edu | June 2014 |
| | Theodore B. Rais, M.D. | | Theodore.Rais@utoledo.edu | June 2016 |
| Radiation Oncology (1) | David Pearson, Ph.D. | Dept. Representative | david.pearson2@utoledo.edu | June 2013 |
| Radiology (1) | Jacob Bieszczad, M.D. | Dept. Representative | Jacob.Bieszczad@UToledo.Edu | June 2016 |
| Surgery (3) | Reginald Baugh, M.D. | Dept. Representatives | reginald.baugh@utoledo.edu | June 2014 |
| | Thomas A Schwann, M.D. | | thomas.schwann@utoledo.edu | June 2015 |
| | Munier Nazzal, M.D. | | munier.nazzal@utoledo.edu | June 2016 |
| Urology (1) | Khaled Shahrouh, M.D. | Dept. Representative | Khaled.shahrouh@utoledo.edu | June 2018 |
| Faculty Affairs | Wafaa Hanna, M.B.A. | Ex Officio | Wafaa.Hanna@utoledo.edu | None |

Yellow highlight indicates representative date is past or almost finished

****Please contact the Executive Committee if you can help represent your Department and advocate for our mission****

Com Council Website: <http://www.utoledo.edu/med/council/>

COM Council information on Representatives, Meetings, Bylaws, Committees, Minutes, etc.

The screenshot shows the website for the College of Medicine and Life Sciences Council. The header includes the University of Toledo logo and navigation links: MENU, APPLY, VISIT, REQUEST INFO, A-Z LIST, and a search icon. The main heading is 'COLLEGE OF MEDICINE AND LIFE SCIENCES'. Below this, there is a navigation menu for the 'COLLEGE OF MEDICINE AND LIFE SCIENCES COUNCIL' with links to Home, Bylaws, Representatives, Committees, Minutes, Surveys, and Documents. An 'ADDITIONAL INFORMATION' section lists links for Faculty Affairs, Promotion and Tenure, Rules and Regulations (PDF), and LCME 2011-2013 Self-study. The main content area is titled 'WELCOME TO THE COLLEGE OF MEDICINE AND LIFE SCIENCES (COM) COUNCIL' and contains a paragraph about keeping COM faculty informed. Below this is a table of '2017-2018 FACULTY MEETINGS' with three entries: Friday August 25, 2017 (12-1 p.m., HEB 103), Friday, December 15, 2017 (12-1 p.m., COB 1200), and Friday, October 27, 2017 (12-1 p.m., HEB 103).

d. Increasing communication between Dean and COM faculty council via monthly meetings with COM Council President:

- ACTIVE PARTICIPATION REQUIRED!
- In conjunction with COM Faculty Council, Dean Cooper has established:
- Standing monthly meetings with COM Faculty Council President and COM Faculty Senate Exec Committee Reps to increase and coordinate communication and help advocate the missions, functions and interests of the College and its Faculty
- Bi-monthly town hall updates (alternating with COM Faculty Council meetings)

e. Update on new Faculty Senate representation

i. COM faculty participation in Faculty Senate to better represent/advocate the needs of COM students/faculty/programs.

Faculty Senate Executive Committee

| | |
|--------------------|---------------------|
| Amy Thompson | President |
| Mary Humphrys | Past-President |
| Linda Rouillard | President-Elect |
| Frederick Williams | Executive Secretary |
| Thomas Atwood | OFC Representative |

| | |
|---------------------------|---|
| Kristen Keith | Main Campus Representative |
| Michael Kistner | Main Campus Representative |
| Jeffrey Hammersley | Health Science Campus Representative |
| David Giovannucci | Health Science Campus Representative |

College of Medicine Faculty Senators (14 senators)

Mark Bonnell (3)
Laura Brown (3)
Nitin Puri (3)
Jason Schroeder (3)
David Weldy (3)
Keith Crist (2)
Juan Jaume (2)
Beata Lecka-Czernik (2)
Nikolai Modyanov (2)
Jorge Ortiz (2)
David Giovannucci (1)
Iman Mohammed (1)
Jeffrey Hammersley (1)
James Willey (1)

4. Faculty Senate Report (Jeffrey Hammersley, MD)

Dr. Hammersley and Giovannucci are now on FSEC and will be strong advocates for the COMLS representing both the clinical enterprise and the basic sciences. There have been summer FSEC sessions for discussion including the budget related to COGS funding levels per college with Provost Hsu and how tuition and waivers are handled across colleges.

5. Graduate Council Report (Andrea Kalinoski, Ph.D.)

New Associate Dean for Academic and Student Affairs in The College of Graduate Studies has been named:

Dr. Cyndee Gruden
Associate Dean for Academic and Student Affairs
University Hall, Room 3190
Mulford Library, Room 119
Mail Stop 933
Phone: 419.530.5254
Email: cyndee.gruden@utoledo.edu

6. Old Business:

a. Update on Faculty Compensation Plan (Nikki Russell)

In March Faculty Sessions were held to discuss plan

Ad Hoc Committee was formed to revise plan

Ad Hoc Committee met in April

Dr. Ali consulted on teaching components

In May presented to RAC

Frequently Asked Questions were developed for the revised plan and posted on COM website:

<http://www.utoledo.edu/depts/facaffairs/medicine/>

FAQ were developed and a timeline determined for implementation of the revised plan.

~ECG Consultant input

~Implementation

~Modeling to include teaching metrics

~Plan determination out by July 1st on the website

~Any questions or input can be addressed to Nikki Russell

Nikki Russell

Director of Administrative Operations

Phone: 419.383.4243

nikki.russell@utoledo.edu

**Dean Cooper Commented on Compensation Plan:

- Please contact Nikki with important suggestions for the compensation plan as they can still be incorporated.
- Plan will be a fair and accurate representation of your work.
- Grant submission will be taken into consideration even if unfunded. This will incentivize more grant writing.
- Clinical trials will be appropriated
- Possibility that Faculty 180 is incorporated with the compensation plan.
- Quarterly reports will be generated to recognize Faculty for their success to align Compensation with Success!
- Feedback is needed--including good and bad. It is helpful regardless of how you feel about the plan thus far.

b. Update on Biomedical Science Program budgets (Kandace Williams, Ph.D.):

Budgets were decreased this year and adhered strictly to the COMLS Tuition and stipend formulas per student. Ongoing budget discussions with COGS Dean to make sure all students are continuing at the same level as determined by COMLS programs to date. Reported changes are related to the Biomedical Sciences Ph.D. program differences in program credits, SSI rate and stipend formulas as determined by grant funded coverage.

c. Announcements:

Kandace Williams, Ph.D.: Departmental name change approved from Department of Biochemistry & Cancer Biology to *Department of Cancer Biology*.

d. Research Advisory Council Update (Andrea Kalinoski, Ph.D.)

New research instruments purchased via our ProMedica Academic Affiliation as Core Facilities Equipment is now available and include the following:

1. Syngene Imager for Western Blots/Gels etc.
2. Paraffin Processor for Histology
3. New Analytical Flow Cytometer (BD FACS Cantoll)
4. Fluidigm AccessArray Juno (targeted DNA prep for NGS)
5. Seahorse FXFe and XFe96 Metabolic Flux Analyzer
6. Storage Server for Images acquired
7. OlympusVS120 Slide Scanner Light & Fluorescence Microscopy

8. Essen BioScience IncuCyte S3 Live Cell Imaging System
9. Applied Biosystems Qs5 384 QPCR System
10. Columbus Instruments CLAMS system
11. Neurostar Robot Drill & Microinjection System
12. Molecular Devices SpectraMax S3 Multi-Mode Plate Reader

7. New Business:

Dr. Margiotta commented that the APT Committee chaired by Dr. Ali has been informed of and is working on the incorporation of the Faculty 180 program and integration of the college review process into the University Committee on Promotion and Tenure.

8. Adjourn at 1:01p.m.