

Faculty Council
Meeting Specifics

Purpose	Cadence	Executive Sponsor
Regularly Scheduled	Third Tuesday of the Month	Dean DiPaola
Date	Time	Location
Tuesday, January 19, 2021	5:00-6:30 p.m.	Zoom

Committee Chair(s) and Members

Basic Science Members	Clinical Science Members
<input checked="" type="checkbox"/> Campbell, Kenneth	<input checked="" type="checkbox"/> Ballard, Hubert (Chair)
<input checked="" type="checkbox"/> Clark, Claire	<input checked="" type="checkbox"/> Beck, Sandra
<input checked="" type="checkbox"/> Hatcher, April R.	<input checked="" type="checkbox"/> Hays, Lon R.
<input checked="" type="checkbox"/> Mellon, Isabel	<input checked="" type="checkbox"/> Kapoor, Siddharth
<input checked="" type="checkbox"/> Nikolajczyk, Barbara	<input checked="" type="checkbox"/> Neltner, Janna
<input checked="" type="checkbox"/> Spear, Brett (Chair-Elect)	<input checked="" type="checkbox"/> Stevens, Julia C.
	<input checked="" type="checkbox"/> Toney, Dale

Standing Guests

<input type="checkbox"/> DiPaola, Robert	<input type="checkbox"/> Huddleston, Alyssa	<input checked="" type="checkbox"/> Sanger, Matthew
<input checked="" type="checkbox"/> Geddes, Jim	<input checked="" type="checkbox"/> Rogers, Cassandra	<input type="checkbox"/> Sawaki-Adams, Lumy
<input checked="" type="checkbox"/> Greathouse, Lauren	<input checked="" type="checkbox"/> Ross, Shavonna	<input checked="" type="checkbox"/> Tannock, Lisa
<input checked="" type="checkbox"/> Harris, Kim	<input type="checkbox"/> Rowland, Michael	<input checked="" type="checkbox"/> White, Stephanie

Visitors

<input type="checkbox"/> Ayoob, Andy	<input checked="" type="checkbox"/> Jones, Davy	<input checked="" type="checkbox"/> Ragsdale, John
<input checked="" type="checkbox"/> Wilcock, Donna	<input checked="" type="checkbox"/> Garvy, Beth	

Agenda Item	Presenter/Facilitator
Call to Order	H. Ballard
Declaration of Quorum	H. Ballard
Approval of Minutes <ul style="list-style-type: none"> December 15, 2020 – Faculty Council Meeting - Action 	H. Ballard
Review of Acting Internship Course Proposals and Electives ¹ (5 minutes) - Action	H. Ballard
Review of Course Changes ¹ (5 minutes) - Action	H. Ballard
Mentor Training Program Update (20 minutes)	D. Wilcock
Announce Upcoming Bimonthly Updates of Committees (5 minutes)	M. Sanger
Next Meeting <ul style="list-style-type: none"> February 16, 2021 	H. Ballard

¹ Preread sent to Faculty Council on January 6, 2020

Minutes	
Topic	Discussion
Opening Remarks	<ul style="list-style-type: none"> • Meeting called to order by H. Ballard. • Quorum declared at 5:00 p.m. (Nine (of 13) members present.) • Meeting Minutes Approval <ol style="list-style-type: none"> 1. December 15, 2020, Faculty Council 2. Moved by D. Toney and seconded by J. Stevens. Approved unanimously.
Review of Acting Internship Course Proposals and Electives	<p>J. Ragsdale discussed the Acting Internship Course Proposal and Electives.</p> <ul style="list-style-type: none"> • The one (1) Acting Internship (AI) Course Proposal to approve is OTO 931: Otolaryngology Bowling Green. This should complete AIs for the Bowling Green Campus. The same process will be used next year for the Northern Kentucky Campus. • The 20 Electives reviewed are as follows: <ul style="list-style-type: none"> – ANS 931 Elective: Clinical Clerkship in Anesthesiology Bowling Green – ANS 932 Elective: Pain Management Bowling Green – FM 932 Elective: Outpatient Family Medicine Bowling Green – FM 933 Elective: Sports Medicine Bowling Green – MED 936 Elective: Endocrinology & Metabolism Bowling Green – MED 937 Elective: Gastroenterology Bowling Green – MED 938 Elective: Nephrology Bowling Green – MED 939 Elective: Outpatient Pulmonary Medicine Bowling Green – MED 940 Elective: Outpatient Cardiology Bowling Green – MED 941 Elective: Hematology & Oncology Bowling Green – MED 942 Elective: Allergy & Immunology Bowling Green – MED 943 Elective: Hospice and Palliative Care Bowling Green – MED 944 Elective: Rheumatology Bowling Green – MED 945 Elective: Geriatrics Bowling Green – NEU 932 Elective: Neuropsychology Bowling Green – OBG 932 Elective: Outpatient Gynecology Bowling Green – OPH 931 Elective: Ophthalmology Bowling Green – PSC 932 Elective: Outpatient Psychiatry Bowling Green – RM 931 Elective: Radiation Oncology Bowling Green – SUR 935 Elective: Dermatology Bowling Green <p>H. Ballard moved for a vote to approve the Acting Internship Course Proposal and Electives. Approved with unanimous consent.</p>

<p>Review of Course Changes¹</p>	<p>H. Ballard discussed the listed Minor Course Change for PGY 394, Independent Research in Neurobiology and Neuroscience submitted by Dr. Melinda Wilson, Department of Physiology.</p> <ul style="list-style-type: none"> • There were no objections or questions raised at this time. <p>H. Ballard discussed the listed Major Course Change for TOX 770, Toxicology Seminar submitted by Dr. David Orren, Department of Toxicology and Cancer Biology.</p> <ul style="list-style-type: none"> • There were no objections or questions raised at this time. <p>H. Ballard asked if anyone had necessary changes they wished to make and all in attendance abstained.</p> <p>H. Ballard moved for a vote on course changes as endorsed. Approved with unanimous consent.</p>
<p>Mentor Training Program Update</p>	<p>D. Wilcock discussed the goals for the Mentor Training Program and the associated curriculum.</p> <p>Per her presentation, D. Wilcock reviewed each speaker’s subject during their session, completions and next steps. They required new regular title series faculty to take this in the fall semester. Current class has 14 faculty enrolled and in March there are 15 signed up to start. The Mentor Training Program will be offered again in the fall. This is required of regular title series faculty but open to others to enroll.</p> <p>Other mentions during D. Wilcock’s review:</p> <ul style="list-style-type: none"> • Currently talking to the Alliance Research Initiative Teams individually • Alliance Research Initiative teams are currently presenting their six-month review • Requiring Individual Development Plans for mentees on Alliance Research Initiative Teams • Considering holding a grant writing workshop for those ready to start writing grants. They currently do this in the basic science departments <p>There are a couple points of progress with the Mentor Training Program:</p> <ul style="list-style-type: none"> • The College of Health Sciences wants to do the same thing and are currently taking the training so they can facilitate their own mentor program • There is a lot of discussion about trying to do this campus-wide. Of note is what has worked/what has not worked during the Mentor Training Program <p>D. Wilcock requested advice and had open discussion:</p> <ul style="list-style-type: none"> • D. Jones asked if the nature of the mentor/mentee was not applicable to the senior administrator mentoring the new department chair. • D. Wilcock mentioned mentoring is available at every level. • L. Tannock said the University Office of Faculty Advancement includes some of all topics and there is overlap between that office and what the college offers.

<p>Mentor Training Program Update (cont.)</p>	<ul style="list-style-type: none"> • D. Toney asked if they can consider a more abbreviated program for clinical faculty. • S. Kapoor mentioned that L. Goldstein, Chair of Neurology, instituted a formal mentor program for residents and faculty; everyone has a mentor. They meet twice a year: clinical, research, academic, and any other areas. • K. Campbell mentioned the Center for Clinical and Translational Science (CCTS) Mentor Training Workshop; Joel Thompson is the contact. <p>Please reach out to D. Wilcock with additional questions and/or comments. H. Ballard would like to hear from clinical faculty. This is time-intensive so feedback is welcomed.</p>
<p>Announce Upcoming Bimonthly Updates of Committees</p>	<p>M. Sanger shared there will be a committee update given next month.</p> <ul style="list-style-type: none"> • From a planning and scheduling perspective, we have proposed one committee update every other month, allotting 10-15 minutes. • Committee updates may be moved “off schedule” if Faculty Council needs the time to address other pressing items. • If the agenda is light, more than one committee may provide an update in any given month. <p>M. Sanger asked for feedback from those in attendance on the change of allotted times for committees to share updates.</p> <ul style="list-style-type: none"> • A. Hatcher believes the committee she is a member of may need more time for their update and seeks advice on how to condense their information to share in a shorter amount of time. • D. Jones mentioned there may be more reporting on what they have done, which may share a future objective. • A. Hatcher asked if the committees are keeping minutes. • H. Ballard asked if committees could share their minutes with the Faculty Council. • M. Sanger asked: How much information does the Faculty Council need to know versus how much does the Committee share (comprehensively)? How much do Committees need to share for accountability? • H. Ballard said it is important to have highlights from each committee. • D. Jones asked if The Loop will be the place for all committee minutes to be posted. • M. Sanger shared that committees’ minutes will be shared in The Loop once it is available.
<p>Other Business</p>	<ul style="list-style-type: none"> • The next Faculty Council meeting is February 16, 2021, at 5:00 p.m. • H. Ballard adjourned the meeting at 5:41 p.m.