

Faculty Council
Meeting Specifics

Purpose	Cadence	Executive Sponsor
Regularly Scheduled	Third Tuesday of the Month	Dean DiPaola
Date	Time	Location
Tuesday, May 18, 2021	5:00-6:00 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 type="checkbox"/> Geddes, Jim	<input checked="" type="checkbox"/> Rogers, Cassandra	<input checked="" type="checkbox"/> Tannock, Lisa
<input checked="" type="checkbox"/> Greathouse, Lauren	<input checked="" type="checkbox"/> Ross, Shavonna	<input checked="" type="checkbox"/> White, Stephanie
<input checked="" type="checkbox"/> Harris, Kim	<input type="checkbox"/> Rowland, Michael	

Visitors

<input checked="" type="checkbox"/> Griffith, Chipper	<input checked="" type="checkbox"/> Jackson, Wendy	<input checked="" type="checkbox"/> Jones, Davy
<input checked="" type="checkbox"/> Stowe, Ann		

Agenda Item	Presenter/Facilitator
Call to Order	H. Ballard
Declaration of Quorum	H. Ballard
Approval of Minutes – Action <ul style="list-style-type: none"> April 20, 2021 – Regularly Scheduled Faculty Council Meeting¹ April 29, 2021 – Specially Called Faculty Council Meeting² 	H. Ballard
Upcoming Faculty Council Election (10 minutes)	M. Sanger/S. Ross
Committee Update: (30 minutes) <ul style="list-style-type: none"> Scholarship Trainees in Research Advisory 	W. Jackson A. Stowe/B. Spear
Acting Dean Input (10 minutes)	M. Sanger
Next Meeting June 15, 2021	H. Ballard

¹Pre-read sent April 27, 2021

²Pre-read sent April 30, 2021

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. (Eight (of 13) members present.) • Meeting Minutes Approval <ol style="list-style-type: none"> 1. April 20, 2021 – Regularly Scheduled Faculty Council Meeting¹ Moved by L. Hays and seconded by D. Toney. Approved unanimously. 2. April 29, 2021 – Specially Called Faculty Council Meeting² Moved by A. Hatcher and seconded by L. Hays. Approved by eight, one abstained.

DRAFT

Upcoming
Faculty Council
Election

S. Ross and M. Sanger reviewed the Faculty Council Membership as defined in the Rules of the Faculty and Administration of the College (“Rules”):

- 3.3.2.1. *The Faculty Council voting membership consists of 12 elected regular members, and two (2) at-large voting members*
- 3.3.2.2. *The 12 regular members of the Faculty Council shall consist of seven (7) from the clinical departments and five (5) from the basic science departments. No two (2) members of these 12 can be from the same department*
- 3.3.2.5. *The term of office of regular members is three (3) years. The term of office of at-large members is one (1) year, and no members may serve more than two (2) consecutive terms on the Faculty Council in any elected capacity*

There is a current imbalance in membership; six Basic Science members instead of five. A. Hatcher’s term ends June 30, but her seat will not be filled to re-establish balance per the Rules. Two seats for Clinical Science membership need to be filled since L. Hays and J. Stevens’ terms end June 30.

Per the Rules, two at-large seats need to be filled:

- 3.3.3.3 *Only faculty with primary appointments in departments without regular member representation the next academic year will be circulated to all voting faculty for nominations. The two (2) most nominated names from each department not having representation...will be eligible as nominees...and forwarded to the Faculty Council who will ask...if they are willing to serve...If they are willing to serve, their names will be placed on the final ballot...assuming there are two (2) faculty from each department who are willing to serve, if elected...The clinical faculty receiving the highest number of votes will be elected to fill the...vacancies created by the clinical faculty rotating off the Faculty Council*

There are currently 13 departments without voting privileges since L. Hays and J. Stevens’ terms end June 30, 2021.

- Anesthesiology
- Emergency Medicine
- Family and Community Medicine
- Neurosurgery
- Obstetrics and Gynecology
- Orthopaedics
- Ophthalmology and Visual Sciences
- Otolaryngology
- Physical Medicine and Rehabilitation
- Psychiatry
- Radiation
- Radiology
- Urology

It was noted that the college has not historically coordinated a call for nominations and voted for at-large members and wants to implement this practice going forward.

Upcoming
Faculty Council
Election (cont.)

S. Ross reviewed the nomination and election timeline. She noted a quick turnaround to solicit nominations and distribute the ballot. The college would like the final candidates to be endorsed during the June 2021 Faculty Council meeting so new members can participate in the July and August meeting as ex officio members. Their primary appointment would begin in September.

Election Timeline:

- May 24-28: Nomination Window
- June 2: Provide nomination lists to Faculty Council via email unless the Council decides to have a 30-minute Zoom meeting; H. Ballard said email will suffice
- June 2-4: On behalf of Faculty Council, Assistant Executive Director confirms nominees' willingness to serve
- June 7-14: Election Window
- June 15: Faculty Council reviews election results and endorses
- June 16: New members are notified
- June 17: College-wide communication announcing election results

D. Jones thought at-large members served during an off-cycle of January to January and that they nomination and election process should happen in December.

M. Sanger suggested the at-large process happen now so the college complies moving forward. However, the college could proceed now with the process for regular membership and implement the process for at-large membership in October.

S. Ross asked what constituted the need for the off-cycle for at-large members. D. Toney suspects it is to avoid an influx of multiple new members at once.

M. Sanger suggested an 18-month cycle this once to be compliant with the Rules but defers to Faculty Council to provide direction as to how they would like to handle.

J. Stevens stated delaying would provide more time.

H. Ballard asked if anyone had thoughts on filling now the four available seats or if we should stagger: two regular clinical science seats now and two at-large seats later.

A. Hatcher would like to wait on filling the two at-large seats with the majority in agreement.

M. Sanger stated that the college will move forward with the process to fill the two vacant regular clinical science seats. In October, the process for filling the two at-large seats will be on the agenda. The timeline presented today will be updated to reflect this. S. Ross will provide Faculty Council with the nominees on June 2, 2021.

Newly elected members will assume membership on September 1; this will assure continuity throughout the summer months and would provide the opportunity for newly elected members to participate as ex officio, nonvoting members from July 1 through August 31.

Committee Update:

- Scholarship

W. Jackson reviewed the Scholarship Committee members, elections and responsibilities of the committee. She welcomed someone from Faculty Council to join their meetings.

- Voting members (4)
 - Appointed members:
 - Chair-appointed by Dean
 - Wendy Jackson, MD, Associate Dean for Admissions
 - Appointed by title rather than term
 - Michelle Lineberry, EdD, Associate Dean for Student Affairs
 - Berry Seelbach, MD, Assistant Dean for Student Affairs
 - Elected member:
 - Appointed by Dean on recommendation from Faculty Council
 - Shulin Zhang, MD, PhD, Professor-Pathology and Laboratory Medicine
 - Initial appointment is a three-year term; may serve two additional terms for a total of nine consecutive years
- Ex officio, nonvoting members (4-5)
 - Dean of UK College of Medicine (Robert S. DiPaola, MD)
 - Director of Financial Aid (Raymond Brooks) (2 cycles)
 - Senior Director of Philanthropy (Kim Harris)
 - Office of Medical Education Department Administrator (Caroline Nofio) (joined two months ago)
 - One appointed member of Faculty Council, or a designee, to Scholarship Committee; if none appointed/designated, the Committee Chair is the Faculty Council designee (Wendy Jackson, MD)
 - If an elected member of Faculty Council is already serving on the Scholarship Committee, this member maintains their voting privileges
- Standing guests
 - Assistant Director of Financial Aid/Minute Taker
 - Representatives from:
 - Rural Physician Leadership Program
 - Bowling Green Campus
 - Northern Kentucky Campus
- Purpose
 - The Scholarship Committee manages and distributes medical student scholarships while complying with the University rules and standard administrative procedures for awarding scholarships. The committee is responsible for reviewing all scholarship applications and selecting recipients using a standardized award procedure.

<p>Committee Update:</p> <ul style="list-style-type: none"> Scholarship (cont.) 	<p>How do students apply for scholarships?</p> <ul style="list-style-type: none"> Scholarship application for incoming class is housed on the secondary application to encourage our applicants to answer the essay questions. <p>Merit based requirements are:</p> <ul style="list-style-type: none"> MCAT >517 (95%) [MCAT range 472-528] Science GPA >3.5 Short essay \$15,000 x four years <p>Need based requirements are:</p> <ul style="list-style-type: none"> Based on parental adjusted gross income (AGI), Free Application for Federal Student Aid (FAFSA®) data, and household size Tiered <ul style="list-style-type: none"> >\$75-100K=\$5,000 x four years \$25-75K=\$10,000 x four years <\$25K=\$15,000 x four years <p>What is the Enhancement Scholarship and who is it for:</p> <ul style="list-style-type: none"> “The Enhancement Scholarship will be based on leadership, awards, recognition, community service, and contribution to diversity. Describe how the contributions you would make to these criteria enhance the College of Medicine and the profession.” <p>Named Scholarships:</p> <ul style="list-style-type: none"> Vary in annual amount based on performance of the stock market These dollars are those that are used to award the aforementioned scholarships <p>Non-UK College of Medicine Scholarships</p> <ul style="list-style-type: none"> Committee reviewed applications to be nominated for American Medical Association (AMA) scholarships (external source of funds) <ul style="list-style-type: none"> AMA Foundation Physicians of Tomorrow (General) AMA Alliance Grassroots Illinois The Herman E. Diskin, MD Memorial Scholarship: Underrepresented in Medicine David Jones Peck, MD Scholarship for Health Equity DREAM MD Equity Scholarship Dr. Richard Allen Williams & Genita Evangelista Johnson/Association of Black Cardiologists <ul style="list-style-type: none"> These awards allow for one to two nominations. Committee reviewed applications to be nominated for the Herbert W. Nickens Medical Student Scholarship (external source of funds) <ul style="list-style-type: none"> The Herbert W. Nickens Scholarship (\$5,000) is given to students who have made exemplary contributions to promoting social justice in medical education and health care equities.
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Committee Update:

- Scholarship (cont.)

Next steps:

- Education provided to our students on financial literacy set to begin 2021-2022 school year from UK Federal Credit Union and PNC Bank
- Continued efforts from Philanthropy to increase the number of scholarship dollars
- Continue to pursue scholarships outside the institution
- Explore alternative options for scholarship application

W. Jackson requested questions/comments.

- D. Jones asked who sets the tuition. W. Jackson stated the College of Medicine does not set the tuition; main campus does.
- C. Griffith stated the university makes the tuition decisions, the college provides insights, and the Council on Post-secondary Education approves at the state level.
- K. Campbell asked why the College of Medicine so much more expensive? Or are expenses a lot more. C. Griffith shared that the college is actually below the national average at the 35th percentile. In-state tuition is average but out-of-state is very high.
- J. Stevens asked how the college can make the costs better for students. C. Griffith said the national average is about 15 percent but the college is at eight percent. The college does not have a sufficient amount of scholarships and is also a fairly young medical school. The college does not have as many large endowments as other medical schools who are more established.
- D. Toney asked what percent of College of Medicine students receive scholarships. W. Jackson will obtain those numbers from the financial aid director and follow up with the Faculty Council. S. White stated the college often loses student to enhanced dollars from other schools.
- S. Kapoor asked if it would help to offer offset money to help balance. W. Jackson said the college does not currently have that. This has been discussed and will continue to be discussed in the near future. The college is sensitive to the issue and the LCME site visit showed a decrease in the numbers. It is hard to compete this way. D. Toney suggested more AMA members may bring more dollars to UK.

From the Chat:

- K. Campbell: *I remember a few years ago, main campus restructured its scholarship system to deemphasize merit (which trended with family income) and put more emphasis on need.*
- J. Stevens: *I hope our students are getting instruction in debt management.* W. Jackson: *That is something we will be revisiting. Additionally, there is a new financial literacy program rolling out this upcoming year.*
- C. Griffith: *Ken, good observation about the University move towards more need than merit. I think the committee is going to be discussing this topic in an upcoming meeting.*
- K. Campbell: *Chipper - one of the attractive things about the main campus move was that it was financially beneficial for UK (through higher retention)*

<p>Committee Update:</p> <ul style="list-style-type: none"> Scholarship (cont.) 	<p><i>as well as improving access. Prob difficult to make a retention argument for the COM med class.</i></p> <ul style="list-style-type: none"> C. Griffith: <i>That is true, good point, our retention is >95%.</i>
<p>Committee Update:</p> <ul style="list-style-type: none"> Trainees in Research Advisory 	<p>A. Stowe shared an overview of the Trainees in Research Advisory committee.</p> <p>The Trainees in Research Advisory Committee (TRAC) is charged with the mission of supporting the efforts of all research trainees in the College of Medicine as well as advising the Dean concerning issues related to the trainees. This committee is comprised of current students, postdoctoral fellows and scholars, faculty, and administrative staff who are involved in the day-to-day interactions with the trainee community within the college.</p> <p>This is the first year this committee has had a sufficient number of representatives with a wide array of growth and a good representation of basic science and clinical faculty. TRAC developed a new guiding document and will meet in June and July.</p> <p>TRAC Action Items: September 2020-Present</p> <ul style="list-style-type: none"> Developed New Guiding Document <ul style="list-style-type: none"> Broadened TRAC scope to include Masters and MD/PhD trainees <ul style="list-style-type: none"> Included letters of interest for evaluation from both students and faculty Used Qualtrics survey to vote for new clinical faculty member Challenges <ul style="list-style-type: none"> Do we include undergraduate/high school students? <ul style="list-style-type: none"> This was tabled for later consideration How can we communicate more effectively with research faculty and trainees in clinical departments? Considered running the Collaborative Institutional Training Initiative (CITI) Responsible Conduct of Research (RCR) courses through TRAC to expand audience <ul style="list-style-type: none"> This was not completed Supported Biomedical Graduate Student Outreach (BGSO) virtual outreach efforts, wellness programs for the College of Medicine <ul style="list-style-type: none"> Included virtual event with Paul L. Dunbar High School Supported efforts from NIH Resilience Training program <ul style="list-style-type: none"> Gathered feedback from trainees on time commitment Trainees in Research Poster Session on April 1, 2021 <ul style="list-style-type: none"> Graduate students were included for the first time First College of Medicine in-person event for many attendees, with lunch provided Approximately 120 participants, including poster judges Three Postdoctoral Awards (Dean’s Distinguished Lecture Speakers) Three Graduate Student Awards (via faculty donations) Next year may include postbaccalaureate category

Committee Update:

- Trainees in Research Advisory (cont.)

TRAC Future: Fall 2021

- Per request of TRAC graduate students, propose that College of Medicine and Integrated Biomedical Science (IBS) include a rotation evaluation of principal investigator/lab that would be made available for rotating IBS students
 - Recognize as a sensitive subject that will be difficult to retain anonymity
 - Despite this, trainees want an evaluation
 - Draft document already developed by the BGSO
 - Will explore customized teacher course evaluation (TCE) for the rotations
 - Also include post-rotation listening sessions
 - Need to have a concurrent guiding document given at the beginning of the rotation to outline expectations and criteria for evaluation
- Ohio Valley Research Symposium (OVRs) participating schools:
 - UK
 - University of Louisville
 - University of Cincinnati
 - Cincinnati Children’s
 - Ohio State (potentially - not yet approached due to COVID-19 delays)
 - Goal is to have an annual regional symposium for graduate students and postdocs. Organization and financial support will rotate among the five-member schools.
- OVRs will invite approximately 15 smaller colleges/universities to also send trainees, in particular for smaller programs that do not have the opportunity to present research.
- Expected goal of 200-300 attendees
 - Include professional development/networking opportunities
 - Will seek outside support
 - Obtain institutional support for OVRs?

TRAC would like this incorporated in the fall and obtain the Faculty Council’s input. This would be at the first one if TRAC hosts in the fall. This would be an annual event. This would rotate behind the five-member schools.

B Spear stated the students and the trainees have been more active in driving the issues that are being discussed and developing. This is more student/trainee.

K. Campbell said there is a lot of overlap with CCTS. CCTS may be excited about partnering with TRAC for the translational conference. This may be an add-on day to one of their conferences. K. Campbell will send an email to A. Stowe with more information. Shared link from K. Campbell: <https://www.ccts.uky.edu/about-ccts/cores/community-engagement-and-research/appalachian-translational-research-network-atrn>

D. Jones asked if a post-doc files a grievance with B. Jackson, interim dean of The Graduate School, or if there is a grievance process for post-doc trainees. A. Stowe has issues getting access to the post-doc list serv and it has been a challenge finding researchers in the clinical departments. A. Stowe will ask J. Lutz if there is a grievance process.

<p>Acting Dean Input</p>	<p>M. Sanger stated the Dean’s office is working with the Provost’s office for the acting dean search. There will be mechanisms to provide input. A timeline has been established and Dean DiPaola will consult with Provost Blackwell, upon the Provost’s request. The college hopes an acting dean will be appointed by June 25, if not sooner. UK compliance and regulations are being followed.</p> <p>D. Jones asked if the Provost has shared the search committee list. M. Sanger stated the committee has yet to be defined.</p> <p>A Dialogue with the Dean is scheduled for next Wednesday. It was asked if there should be a college-wide faculty meeting or if there is enough information exchange occurring to provide feedback.</p> <p>K. Campbell stated that deans are administrative appointments and the Provost can appoint accordingly. He questioned if Faculty Council and faculty had much say in the matter. B. Spear said this is an acting position versus a permanent position so expectations may be different but clarification would be needed.</p> <p>H. Ballard shared that he or B. Spear will take any concerns or comments on this subject so feel free to reach out to them.</p>
<p>Other Business</p>	<p>Next meeting is scheduled for June 15, 2021.</p> <p>Meeting adjourned at 6:16 pm</p>