

**Minutes of the April 2010 Faculty Council Meeting**  
**Tuesday, April 13, 2010, 5 PM**  
**Hugh Hill Conference Room**

**Officers Present:**

President - David Kays  
Vice President - Regina Bussing  
Treasurer - David Quillen

Past President - Richard Neiberger  
Secretary - Leslie Gonzalez-Rothi

**Department Representatives Present:**

Todd Manini - Aging  
Jean Cibula - Neurology  
Sonal Tuli - Ophthalmology  
John Harwick - Otolaryngology  
Deborah Scheuer - Physiology  
Jatinder Palta - Radiation Oncology

Caprice Knapp - E&HPR  
Shireen Madani - OBGYN  
Parker Gibbs - Orthopaedics  
Carolyn Carter - Pediatrics  
James Byrd - Psychiatry

**Guests:**

Michael Good, MD, Dean COM  
Kyle Rarey, PhD, Interim Sr. Associate Dean for Educational Affairs COM  
Vanessa Madden, BSc, Research Program Services Coordinator, Institute for Child Health Policy, COM

1. President Kays called the meeting to order at approximately 5:05 pm.

2. Announcements, Reports, and Old Business:

a. Approval of the March minutes - Dr. Kays

Motion to approve minutes was made, seconded, and approved unanimously.

b. EHPR & PH: Departmental Proposal - Dean Good

[\(please see handout for further information regarding this proposal\)](#) (link to handout))

Based on the outcome of this meeting, the UF Faculty Senate, on Thursday, will hear the following proposals from the COM and PHHP.

- 1) Two new departments shall be formed and the chairs of each would report to both the COM and PHHP
  - a. Department of Epidemiology
  - b. Department of Biostatistics
- 2) Rename the current COM Department of E&HPR to the Department of Health Outcomes Research. This department shall continue to report to the COM

This proposal has been endorsed by both colleges and the departments involved.

COM faculty within the current Department of E&HPR who are biostatisticians or epidemiologists will have the opportunity to join which ever department they wish. This can take place before or after the new departments are formed/renamed, to help with the recruitment of two new chairs.

Dean Good thanked the COM Faculty Council officers for suggestions/comments that were given at their Faculty Council Leadership meeting. He reported that the Academic Policy Council was pleased with the presentation. Dean Good

met with the senators within the COM. And he is requesting approval from the FC before submitting this proposal to the UF Faculty Senate.

An FC Motion to support this proposal was made, seconded, and approved unanimously.

- c. Faculty Forward: Analysis of free text responses - Dr. Knapp & Vanessa Madden ([please see powerpoint presentation for further faculty forward information](#) (link to ppt))

There was a 47% response rate in Jacksonville and a 67% response rate in Gainesville. There were 8 open-ended questions included in this survey and analyses of those questions are summarized in the above power point presentation.

- d. Research Day: Final items for FC Dinner - Dr. Bussing

Emeritus faculty and guests of award winners are not asked to pay. The foundation is looking into the charitable donation qualification of “dues” paid to the Faculty Council.

Volunteers are needed to help at the check-in table (4 volunteered). Please arrive between 6-6:15pm. So far, there are 130 RSVP's for the dinner.

Monday, April 19<sup>th</sup> will be the poster event, 5:30-9:00pm at the Hilton, with a heavy hors d'oeuvres and wine reception.

Tuesday, April 20<sup>th</sup> will feature Medical Guild Competition 8:00-10:30am, followed by refreshments and Medical Guild awards. (HPNP building)

The featured speaker is Dr. Rex Chisholm “On the way to personalized medicine: Electronic Health Records, biobanks and genomics” from 11:00-noon. (HPNP building)

Dinner is at the Hilton, 6:30-9:00pm, with cash bar 6:30-7:00pm.

- e. Compensation Plan Educational Tool - Dr. Bussing

The compensation committee is working on creating an online educational tool for faculty to try and make the compensation plan easier to understand. Please email any questions you, or your colleagues, may have to Dr. Bussing so that she can make a FAQ page online. Any suggestions to add to this online tool would be appreciated .

- f. Outside Student Rotation Access (volunteers) - Dr. Gibbs

There are numerous opportunities for people to come in and shadow at the HSC. Dr. Gibbs believes that high school students should be allowed to come and shadow at the COM. There are many formal programs which would allow this, but unless the under 18 yr old student is a member of one of these programs, they are not allowed to shadow. At the COM, the shadowing situation dictates the approval process. The College of Dentistry has a clear process for someone shadowing.

Dr. Timothy Flynn would like one process that covers all of the HSC opportunities. Dr. Gibbs proposes that the FC form a committee to address the process and to define criteria which needs to be met in order to shadow. Limits and liabilities must be defined as well.

The FC does not agree with the volunteer plan currently in place. The current limitations on student shadowing and volunteerism are thought to provide an

imbalanced approach far more aligned with reduction of institutional risk than realistically offering opportunity to observe or volunteer. The FC proposes that the COM take the opportunity to create a program to facilitate visiting scholars as well as student exposures to medicine so as to attract the best and brightest. Additionally, FC felt that the assignment to create such a plan for volunteers is better assigned within the purview of the Deans office. It was suggested that this issue be sent back to the Dean for reassignment.

g. Issues from Dean/Officers Meeting - Dr. Kays

T&P Task Force: Defining Charge – The COM faculty request a mechanism for continuous and ongoing quality review of the T&P process. This seems to be one of the most consistently raised issue of concern raised by faculty within the COM and is reflected in the results of the recent Faculty Forward survey. Dean Good would like to develop a task force to begin addressing issues like this within the college. The faculty council has been charged with writing the charge for this task force to help keep them focused on what their goal is.

Recommendations as to who should set on this taskforce were given.

- 1) Compensation Committee member(s)
- 2) T&P Committee member(s)
- 3) Jacksonville
- 4) Clinical & Research Faculty

The FC would like the T&P Committee Chairs to come and talk to the council.

Dr. Kays believes the FC should come up with 3-4 areas to address in the current T&P process.

- 1) Define the current process and tracts.
- 2) Design a mechanism to identify issues of concern with the T&P process.
- 3) Design solutions to meet these problems. (meet with T&P committee, review success rate)
- 4) Create a continuing quality assurance program that would continue to evaluate and update policies.

Space – Dean Good is creating a committee to look at space issues within the medical center and to have better transparency and broader representation.

Retention – Dean Good is aware of problems in this regard and will talk about this at the general faculty meeting tomorrow.

Bylaws: Comments and Update – Final draft should be available for a vote at June's meeting. Please ask your colleagues to review the draft. Any needed discussion will take place at next month's meeting.

General Faculty Meeting Reminder – April 14<sup>th</sup> @ 5pm

h. Announcement:

- **UF Senate Nominations & Elections:** (reminder email to be sent to chairs)

Neurology  
Pathology

Neuroscience  
Pediatrics

Orthopaedics

- **FC Officer Nominations:** (please forward your nominations to Rachel Dotson)

President Elect

Vice President

- **FC Representative Elections:** (email to be sent to chairs)

Anatomy  
MGM  
Psychiatry

Anesthesiology  
Otolaryngology  
Surgery

CHFM  
Pathology  
PA School

- **Chair Evaluations 2010:**

Biochemistry  
Ophthalmology

CHFM  
Otolaryngology

Neurosurgery  
Physiology

3. Future Topics:

- Bylaws Completion

4. The meeting was adjourned at approximately 6:40 pm.

The next Faculty Council meeting will be held Tuesday, May 4, 2010 @ 5PM in the Hugh Hill Conference Room

*Minutes recorded by Rachel L. Dotson, Office Assistant  
Edited by Leslie Gonzalez-Rothi, FC Secretary*