# Faculty Assembly Agenda

**November 14, 2017**

**3:30-5:00pm**

**G013 SON**

**Santa Fe Room, Wichita**

**Room 116, Salina**

**Conference Room A, Westwood**

## Call to Order (David Martin) – 3:30-3:35pm

1. Welcome and approval of April 12, 2017 minutes

## New Business – 3:30-4:00pm

1. Diversity cabinet update (Jennifer Keeton)
2. CTSA update (Richard Barohn)
3. Faculty Academic Day reminder/update (Jenny Memmott)
4. Questions and comments on standing committee reports – see below

## EVC Office Report (report will be provided by Sally Maliski, Dean, School of Nursing and Robert Klein, Vice Chancellor for Academic and Student Affairs) – 4:00pm-4:15pm

1. IPE initiatives (Maliski)
2. AAHC/AIM January site visit (Maliski)
3. School of Denistry initiative (Klein)
4. Interim EVC role (Klein)

## Academic Affairs Report (Vice Chancellor Robert Klein) – 4:15-4:25pm

1. Religious accommodations policy

## Questions, comments and discussion – 4:25pm-4:35pm

## Adjournment and Final Comments – 4:35pm-4:40pm

Next Faculty Assembly Meeting: April 2, 2018, 3:30-5:00pm, G013 SON

## Standing Committee Reports

- **Elections**
  - 2017 – 2018 Elections Committee Members are:
    - Beth Levant (Chair) (SOM), Michele Pritchard (SOM), Heather Gibbs (SHP), Dave Burnett (SHP), Peter DiPasco (SOM), Breah Chambers (SON), Lucas Pitts (SOM)
  - Elections Committee Overview
    - The Election committee shall obtain, examine, and certify the annual assembly membership roster as prepared by the Faculty Affairs Office. The committee shall make this roster available to any member of the assembly. The committee shall designate at the fall meeting the number necessary for a quorum.
    - The committee shall issue a call for nominations for all necessary committee positions by February 1 of each year. Self-nomination is encouraged and ensures a position on the ballot. No nomination shall be accepted after March 1.
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- **2017 – 2018 Timeline and Goals**
  - **July 2017**
    - Terms begin
  - **Fall 2017**
    - Vice Chair identified – Meeting to be held Nov 9, 2017
  - **January 2018**
    - Contact FA subcommittee Chairs (see attachment) and verify openings
    - Contact Faculty Affairs (Jennifer Egger, Senior Coordinator) to obtain official list of Faculty Assembly members as of September 1st
    - Draft REDCap Call for Nominations from template, cross-referencing to verify the necessary credentials of nominees (e.g., school, track) as listed in Faculty Handbook
  - **February 2018**
    - Call for Nominations goes out to Faculty Assembly members (target Feb 1 open, Mar 1 close)
    - Vet and contact nominees
  - **March 2018**
    - Finalize nominee lists
    - Draft REDCap Ballot from template
  - **April 2018**
    - Ballot goes out to Faculty Assembly members (target Apr 1 open, May 1 close)
  - **May 2018**
    - Notify and confirm winners by email
  - **June 2018**
    - Election results announced via email to Faculty Assembly members

- **Research**
  - The Faculty Assembly Research Committee (FARC) facilitates and promotes faculty research at KUMC. Specifically, the FARC is responsible for reviewing policies related to research and making funding decisions for Faculty Travel Awards and Shared Biomedical Equipment Funds.
  - Each year the FARC chair and chair-elect assist with organizing and conducting Study Section review of proposals for the various inter-institutional research programs (e.g. Frontiers/Lied/Clinical Pilot Program). The FARC facilitates the annual Faculty Research Day, highlighting current faculty research and awarding major KUMC research awards.

- **2017-2018 Members**
  - **Elected Members**
    - Lisa Mische-Lawson, PhD, School of Health Professions, Chair-Elect, through June, 2018
    - Allen Greiner, MD, School of Medicine, through June, 2019
  - **School Representatives**
    - Qiuhua Shen & Danielle Olds, School of Nursing Research Committee Chairs
    - Lizette Jacobson, PhD, School of Medicine Research Committee Chair
    - Jessie Husinga, PhD, School of Health Profession Research Committee Chairs
    - Matt Macaluso, DO, School of Medicine-Wichita Representative
  - **Faculty Research Investigator Awards**
    - 4 available. 4 nominations SOM, 0 SON, 0 SHP. After SON Research Committee meets, they will report # of applications so we can determine award distribution.
  - **Faculty Research Day**
    - 2017, November 8th

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Theme “Determinants of Health”- Biological Determinants hosted by SOM, Social Determinants hosted by SON, Behavioral Determinants hosted by SHP with speakers from each school for each symposia

Keynote Speaker- Dr. Margaret McLean Heitkemper, PhD, RN, FAAN

Standing committee reports
- RAC, SON, SHP, Wichita-no reports
- SOM-identified speakers for Faculty research day (SHP – Neena Sharma, SON – Janet Pierce, SOM – Liskin Swint-Kruse); 4 applications for research award

Information Resources
- Report will be available prior to November 14 meeting

Faculty Concerns
- According to the Faculty Bylaws,
  - The committee shall consider requests for assistance relating to any faculty concern, except those of promotion and tenure issues. The Faculty Concerns Committee shall assist the Steering Committee in resolution of concerns applying to members of the faculty.
  - A secure communication mechanism has been created for faculty to express any concern which the Faculty Concerns Committee may play a role in resolving. A Faculty Concerns mailbox allows faculty to express concerns in an anonymous manner. It can be found at the Office of Academic Affairs.

- Faculty Members of the 2017-2018 Faculty Concerns Committee are:
  - School of Health Professions – Robin Maser, Catherine Siensgukon, School of Medicine – Joshua Mammen, Matthew Macaluso (W), Reena Rao, School of Nursing – Martha Baird, Jeanne Schott (Chair)
  - Ex-Officio Members – Robert Klein and Steffani Webb.

- 2017-2018 Goals
  - Consider faculty requests for assistance related to any broad or general faculty concern, except personal grievance and promotion and tenure issues.
  - Increase visibility and awareness of the Faculty Concerns Committee among KUMC faculty.
  - Respond to requests from the KUMC Faculty Assembly Steering Committee related to faculty issues, such as the faculty handbook.
  - Foster communication between faculty and administration regarding faculty governance and faculty concerns or issues.

FASC Representative to EVC Diversity and Inclusion Cabinet
- Cabinet’s materials, including meeting minutes are available in SharePoint https://share.kumc.edu/adminis/diversity/SitePages/Home.aspx
- The Cabinet met quarterly, 8/24, 11/1.
- Cabinet’s sub-committees typically met once a month.
- Past events
  - Cabinet strategic planning 8/24
    - Several future goals and action steps where discussed. Topics included:
      - Education and development around issues of diversity, inclusion and civility
      - Required training for decision makers and campus leaders
      - Building an Ambassador program to serve a variety of needs on campus
- Strategizing ways to better communicate our stories (including updating the inventory of programmatic activities on campus)
- Strategies to increase diversity through specific recruitment and retention efforts
- Tracking, reporting and evaluating success
  - Of the 20 plus Wildly Important Goals these three were identified as priority goals:
    - Require training for deans, chairs and others (workforce and students)
    - Make respect a cornerstone of our KU culture
    - Leverage and work with diverse faculty, staff and students to become Ambassadors for KUMC
- Spotlight on annual diversity award winners (Vicki Hicks; Office of International Programs) lunch and learn, 10/17, ~50 attendees
- LGBTQ+ Social Hour on 10/19, ~30 participate in new monthly gatherings
- Tilford Conference on Diversity and Multiculturalism (Board of Regents-sponsored, statewide annual event); 2 KUMC presentations, 10/24
- Fall Social for Underrepresented Faculty, Fellows, Students and Residents on 10/26; N=15; will plan another event focused on networking in Spring 2018
- Hospital’s 5-Star Culture Conference on 11/2, 110+ attendees from hospital and university, daylong, multiple diversity and healthcare topics