Agenda
November 29, 2016 3:30-5:00pm
Wahl Hall West

Call to Order (Ellen McCarthy)

1. Approval of April 19, 2016 minutes

Old Business

1. Weapons Policy updates (Patty Kluding, Chief Rick Johnson, John McDonough)
2. Diversity Cabinet update (Jennifer Keeton)

New Business

1. Elections Update (Robert McCormack, Kelly Reynolds)
2. FSLA update (Cari Zimmerman, Stacey Snakenberg, Chari Young)

EVC Office Report (Executive Vice Chancellor Doug Girod)

Academic Affairs Report (Vice Chancellor Robert Klein)

Standing Committee Reports

- **Elections**
  - **2016 – 2017 Elections Committee Members are:**
    Jo Wick (co-chair) (SOM), Beth Levant (co-chair) (SOM), Wendy Hildenbrand (SHP), Rebecca Opole (SOM), Michele Pritchard (SOM), Vacant SON Representative
  - **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.
  - **2016 – 2017 Timeline and Goals**
    - **July 2016**
      1. Terms begin
      2. Vice Chair identified
    - **January 2017**
      1. Contact FA subcommittee Chairs (see attachment) and verify openings
      2. Contact Faculty Affairs (Jennifer Egger, Senior Coordinator) to obtain official list of Faculty Assembly members as of September 1st
      3. 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 2017**
      1. Call for Nominations goes out to Faculty Assembly members (target Feb 1 open, Mar 1 close)
      2. Vet and contact nominees
    - **March 2017**
      1. Finalize nominee lists
      2. Draft REDCap Ballot from template
    - **April 2017**
      1. Ballot goes out to Faculty Assembly members (target Apr 1 open, May 1 close)
    - **May 2017**
      1. Notify and confirm winners by email
• **Research**

  - **Faculty Assembly Research Committee Overview**
    - 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.

  - **2016 - 2017 FARC Members**

    **Elected Members**
    Jill Peltzer, PhD, School of Nursing, Chair, 2017
    Lisa Mische-Lawson, PhD, School of Health Professions, Chair-Elect, 2018
    Allen Greiner, MD, School of Medicine, 2019

    **School Representatives**
    Martha Baird, PhD, School of Nursing Research Committee Chair
    Dan Dixon, PhD, School of Medicine Research Committee Chair
    Lauren Little, PhD, School of Health Profession Research Committee Chair
    Matt Macaluso, DO, School of Medicine-Wichita Representative

  - **2016 – 2017 Goals**
    1. Complete Study Section inter-institutional research programs.
      - **Progress**: To be completed by June, 2017.
    2. Review and award faculty travel funding over three grant cycles.
      - **Progress**: Ongoing.
        - Awarded ~$7,500 to faculty in September for domestic and international travel.
    3. Review and select awardees for the KUMC Research Investigator Awards.
      - **Progress**: Completed.
        - Three investigators received the KUMC Research Investigator Awards
          - Jill Hamilton-Reeves, PhD, RD, LD (School of Health Professions)
          - Jianming Qui, PhD (School of Medicine)
          - Susana Patton, PhD, CDE (School of Medicine)
    4. Plan and facilitate the annual Faculty Research Day.
      - **Progress**: Completed.
        - New format for Faculty Research Day implemented. Event was well-attended with representation from faculty across campus!
        - Poster session (~30 posters) in the morning;
        - Dr. Bonnie Spring, Northwestern University Feinberg School of Medicine, was the keynote speaker.
        - Three afternoon symposia: Health Promotion (hosted by SON); Physical Activity (hosted by SHP); Obesity (hosted by SOM); State of Research at KUMC: Dr. Rick Barohn; and Wine Reception.
    5. Review policies related to research as needed.
      - **Progress**: Ongoing.
        - Discussion about information resources for research.
Review of relationship policy and post-doctoral funding.
Discussion about new guidelines for Responsible Conduct of Research.

- **Information Resources**
  - 2016-2017 Committee Members:
  - **Purpose:** The Information Resources Committee shall be concerned with the development of policies for the use of information resources facilities and for the growth of information resources and its various information resource functions. It shall establish priorities to guide the use of available funds for the purchase of educational material. The committee shall recommend policy concerning the development, acquisition and use of information resources pertaining to the research and educational missions of the faculty.
  - **2016-2017 Goals:**
    1. To collaborate with KUMC Information Resources, including the KUMC Library, in order to advance KUMC’s overall information resources goals
    2. To gather current information about faculty successes and challenges related to information resources across university and health system environments

- **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.
      1. [http://www.kumc.edu/academic-affairs/faculty-affairs.html?faculty-staff](http://www.kumc.edu/academic-affairs/faculty-affairs.html?faculty-staff)
      2. Click on Faculty Assembly.
      3. Click on Faculty Concerns Secure Communication Form.
      [http://www.kumc.edu/academic-affairs/faculty-affairs/faculty-concerns-communication-form.html](http://www.kumc.edu/academic-affairs/faculty-affairs/faculty-concerns-communication-form.html)
  - **Faculty Members of the 2016-2017 Faculty Concerns Committee are:**
    - School of Health Professions – Jeff Searl, School of Medicine – Martha (Martye) Barnard, Robin Maser, Matthew Macaluso (W), Reena Rao, School of Nursing – Wanda Bonnel, Jeanne Schott, Ex-Officio Members – Robert Klein and Steffani Webb.
  - **KUMC Faculty Concerns Committee 2016 – 2017 GOALS**
    1. Consider faculty requests for assistance related to any broad or general faculty concern, except personal grievance and promotion and tenure issues.
    2. Increase visibility and awareness of the Faculty Concerns Committee among KUMC faculty.
    3. Respond to requests from the KUMC Faculty Assembly Steering Committee related to faculty issues, such as the faculty handbook.
    4. Foster communication between faculty and administration regarding faculty governance and faculty concerns or issues.

- **FASC Representative to EVC Diversity Cabinet Report**
  - The EVC’s Diversity & Inclusion Cabinet works to build and support a diverse, inclusive and interprofessional environment that optimizes our ability to meet our missions, and assumes responsibility for campus-wide activities and goals related to diversity and inclusion. The Cabinet
subcommittees are working in the areas of programming, integrating core values and concepts around unconscious bias, as well as how to measure and fulfill best practices. The Cabinet is actively participating in the Kansas Board of Regent’s Tilford Conference on Diversity and Multiculturalism. Upcoming events include honoring Native American Heritage at a panel discussion, addressing Refugee issues through hosting a forum and symposium in the spring, celebrating diversity award winners, developing training opportunities and establishing an evaluative framework. In addition to subcommittee work, the Cabinet is currently involved in university-wide Climate Study, a research project that assesses the living learning and working environment.

Adjournment

Next Faculty Assembly Meeting: April 12, 3:00-4:30pm, G013 SON