2019 Fall Faculty Assembly Minutes
November 21, 2019
3:30-5:00pm
Wahl West Auditorium (Wahl Hall West 1006) - KUMC
Wichita Rom - Wichita
Salina Boardroom 140 - Salina

Call to Order (Brenda Salley – FASC Chair) – 3:30-3:35pm
1. Meeting called to order at 3:30pm.
2. Welcome and approval of April 24, 2018 minutes. Minutes unanimously approved.

EVC Office Report (Executive Vice Chancellor Robert Simari) – 3:35-4:05pm

1. State of the Medical Center Address (see attached)
   a. Strategic Plan
      i. Dr. Simari presented a brief overview of the Strategic Plan, including the institution’s Mission, Vision, and Values
   b. Key faculty leadership updates
      i. Dr. Jerrihlyn McGee’s appointment as the vice chancellor of diversity, equity and inclusion. Dr. McGee is a member of the School of Nursing faculty. She will provide oversight for the Diversity and Inclusion Cabinet.
      ii. Dr. Ronald Chen was named as the Brandmeyer Chair and Professor of Radiation Oncology for the School of Medicine.
   c. Enrollment
      i. Dr. Simari presented data regarding current institutional enrollment trends. Overall, total headcount grew 25% from 2004 to 2011, then another 15% to 2019. Medical enrollment increased (2011-2014) by 20%; expansion in Wichita and the new Salina campus. Health Professions undergraduate enrollment is 92% of headcount; Nursing undergraduate enrollment is 83% of headcount.
      ii. Health Professions: 4 undergraduate programs exist today (clinical lab. Science, health information, respiratory care, diagnostic sciences). Enrollment has fluctuated due to various programmatic and staffing challenges. The drop in 2016 was due to the Occupational Therapy program eliminating their undergraduate year. Recent growth has occurred in both standard pathway and degree completion tracks. Graduate enrollment is 90% of headcount.
      iii. Nursing: traditional program, RN-to-BSN, community college nursing partnership (CCNP). Enrollment caps for the traditional program in Kansas City began in 2010. Constraints are classroom space and clinical placement. CCNP began in 2015 with 7 partners and two more expected to join. Salina campus enrolled its first students in 2017 (capacity of 48 students is reached by fall 2020).
      iv. Graduate enrollment: Health Professions is 90% of headcount, Nursing graduate enrollment is 47% of headcount, and Medicine graduate enrollment is 57% of headcount. Medicine growth in biomedical sciences from 2005-2010, stable since then. Intentional reduced admissions in MPH started in 2012. Biostatistics programs began in 2010; applied statistics and analytics began in 2015 (housed at Edwards). Health Professions graduate programs are mostly professional and are full-time (by credit hours). Each of the following programs has recently increased (or is currently increasing) class sizes:
         1. DPT (2014-2016)
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2. DNAP (2018-2020)
4. MOT/OTD (~2015-2018)

d. Research
   i. Funding for research grants has increased

e. AAU Campus Climate Survey on Sexual Assault and Misconduct
   i. Results from the climate survey were presented to faculty members. University of Kansas students enrolled on all campuses in spring 2019 were invited to participate. 443 KUMC students completed the survey (16.1%), 83.2% were female. 3795 KU-L students completed the survey (16.5%).
   ii. Nonconsensual sexual contact was described as unwanted sexual touching – kissing, groping, rubbing up against someone in a sexual manner, and penetration.
   iii. Harassing behavior described as sexual remarks, sexual jokes, inappropriate or offensive comments about body or appearance, said crude or gross sexual things to them, used social media to send offensive content or communications, persisted in asking them out or to have sex after saying no.

f. Campus Planning
   i. Upcoming construction plans for building entrances:
      1. Lied Building entrance and atrium are currently being renovated
      2. Murphy Building steps will be updated. New landscaping and ADA compliant ramps will be installed. Murphy lobby will be renovated beginning in 2020.
      3. Sudler link will be updated beginning with tile and paint upgrades on the first floor
      4. Primrose childcare center is in the construction process.
      5. Spencer Chapel renovations will be coordinated by a group led by Dr. Jerrihlyn McGee and Ryan Gove (Student Life Director). A survey regarding the renovation process will be disseminated.

g. KU-Lawrence Update
   i. Provost search is ongoing
   ii. There will be a search for a vice chancellor for public affairs/government relations
   iii. The strategic planning process is being finalized

New Business – 4:05-4:45pm

1. Faculty International Travel – Matt Battiston, Export Compliance Officer, Justin Wiering, Security Analyst – KU Office of Global Operations & Security (see attached)
   a. The Office of Global Operations and Security (GOS) mission is to manage, reduce, and mitigate risk while synchronizing efforts related to KU’s international, export compliance and high risk areas.
      a. International travel presents unique risks to academia. Risks can be regional, seasonal, or simply just activity based (ex: conferences, sensitive research, geopolitical concerns, etc.).
      b. GOS pays particular attention and provides analysis to travelers with risk assessments: Information Technology, Crime, Geopolitical issues, National Disasters, etc.
      c. GOS focuses on safety and security, issues by conducting security and export analysis to ensure compliance with the various U.S. Government requirements
         a. Restricted parties, country sanctions, EAR/ITAR, etc. (Due Diligence/Restricted Party screenings)
         b. Work with OIP regarding higher risk countries (DoS Level 3 and Level 4 countries)
         c. Provide individuals/groups with feedback with our International Travel and Export Analysis webforms (located on the KUMC SharePoint)
d. GOS is not a replacement to International Programs (OIP)

2. Institution Branding – Natalie Lutz, Director of Communications *(see attached)*
   a. Natalie presented guidelines regarding the proper use of the KU and KUMC logos.
   b. KU logo
      i. The registered trademark, which should always be used when this logo appears by itself.
      ii. The Trajan font
      iii. The stylized K, stretching under the U – suggests that the university is giving students a strong foundation upon which to build their lives
      iv. The fact that the KU and the U are connected at the top – suggests that the University of Kansas is a connected community
   c. The Jayhawk
      i. The Jayhawk is an iconic presence on the KU campuses and on apparel and other promotional items. It often represents the university in place of or in addition to the KU logo and signature. The Communications Office almost always approve the use of the Jayhawk when asked, but there are rules to adhere to when using the Jayhawk.
   d. Natalie also provided a link to all branding-related document templates (letterhead, flyers, presentations, etc.) [brand.ku.edu](http://brand.ku.edu)
   e. The KU Medical Center Office of Communications provides assistance for the following sources:
      i. Creative Services
      ii. Digital Communications
      iii. Internal Communications
      iv. News and Media Relations
   f. Faculty, staff, and students should contact the KUMC Office of Communications with all questions regarding branding. Specifically the use of the KU and KUMC logos, the Jayhawk, email signatures, and letterhead.

**Office of Academic & Student Affairs Report (Vice Chancellor Robert Klein) – 4:45-5:00pm**

1. Kansas Board of Regents (KBOR)
   i. The School of Health Professions’ Doctorate in Clinical Nutrition program was approved
   ii. Review of the School of Nursing BSN credit hour change from 124 hours to 120, is under review

**Adjournment and Final Comments – 5:00pm**

**2020 Spring Faculty Assembly Meeting: Wednesday, April 22nd 3:30-5:00pm, Clendening Auditorium (Robinson 2004)**

**2019-20 Faculty Assembly Steering Committee**
- Past Chair – Debra Sullivan, School of Health Professions
- Current Chair – Brenda Salley, School of Medicine
- Chair-Elect – Kelly Bosak, School of Nursing
- Elections Chair – Breah Chambers, School of Nursing
- Research Chair – Karen Wambach, School of Nursing
- Information Resources Chair – Udayan Apte, School of Medicine
- Faculty Concerns Chair – Jeanne Schott, School of Nursing
- School of Health Professions Steering Committee Chair – Hao Zhu
- School of Nursing Steering Committee Chair – Sharon Kumm
- School of Medicine Steering Committee Chair – Peter DiPasco
• Representative from EVC Diversity & Inclusion Cabinet – Jerrihlyn McGee, Vice Chancellor for Diversity & Inclusion
• Office of Academic & Student Affairs – Robert Klein, Vice Chancellor for Academic & Student Affairs
• Office of the Executive Vice Chancellor – Robert Simari, Executive Vice Chancellor

Standing Committees

Election

• Election Committee Overview:
  o 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.

• 2019-20 Faculty Election Committee members are:
  o Breah Chambers, School of Nursing (Committee Chair)
  o Timothy Ryan Smith, School of Medicine (Chair-elect)
  o Janet Woodroof, School of Medicine
  o Letycia Nunez, School of Health Professions
  o Denise Zwahlen, School of Medicine
  o Patrick Landazin, School of Medicine

Research

• Research Committee Overview:
  o 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.
  o 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.

• 2019-20 Faculty Research Committee members are:
  o Karen Wambach, School of Nursing (Committee Chair)
  o Holly Hull, School of Health Professions (Elected member)
  o Indranil Biswas, School of Medicine (Elected member)
  o Heather Nelson-Brantley, School of Nursing Research Committee Chair
  o Mindy Bridges, School of Health Professions Research Committee Chair
  o Hinrich Staecher, School of Medicine Research Committee Chair
  o Samuel Ofei-Dodoo, School of Medicine – Wichita Representative

• Faculty Research Committee report:
  o The committee will meet Friday, November 22nd to review survey responses from the 2019 Faculty Research Day and discuss the survey for the 2020 Faculty Research Day.
  o Committee members will meet with leaders from KUMC on December 17th to discuss future Faculty Research Day events.

Information Resources

• Information Resources Committee Overview:
  o 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. It shall maintain a website for faculty governance.

- **2019-20 Information Resources Committee members are:**
  - Udayan Apte, School of Medicine (Committee Chair)
  - John Thyfault, School of Medicine
  - Tamara Winden, School of Medicine
  - Russ Waitman, School of Medicine
  - Dave Burnett, School of Health Professions
  - Jeff Radel, School of Health Professions
  - Nancy Dunton, School of Nursing
  - Suraj Shankar, Student Representative
  - Ex Officio members:
    - Dave Antonacci, Associate Vice Chancellor for Information Resources
    - Crystal Cameron-Vedros, Director of the Library

**Faculty Concerns**

- **Faculty Concerns Committee Overview:**
  - 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.
  - [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)

- **2019-20 Faculty Concerns Committee members are:**
  - Jeanne Schott, School of Nursing (Committee Chair)
  - Joshua Mammem, School of Medicine
  - Carol Smith, School of Nursing
  - Matthew Macaluso, School of Medicine-Wichita
  - Babalola Faseru, School of Medicine
  - Jeanine Goetz, School of Health Professions
  - Aaron Carbuhn, School of Health Professions

- **Faculty Concerns Committee report:**
  - The committee met on September 11th and discussed the committee’s functions as identified in the KUMC Faculty Handbook.
  - The FCC 2018-19 Annual Report was reviewed, and the 2019-20 goals were approved.
  - Jeanne Schott was elected as the 2019-20 FCC Chair.
  - No faculty concerns have been received by the committee.