KUMC Faculty Steering Committee Meeting
Wednesday, November 2, 2011
SON-G011

Minutes

Members Present: Judith Warren, Chair (SON at large member); Susan Carlson (Research Chair); Ken Davis (Information Resources Chair/FASC recorder); Gary Doolittle, Past- FASC Chair (SOM); Wen Liu (SHP Steering Committee Chair); Sr. Vice Chancellor/Dean Karen Miller (Ex-Officio EVC Representative); Jeanne Schott (Faculty Concerns Chair); Jeff Searl (SHP at large member); Donna Sweet via phone (SOM Faculty Council Chair); and Karen Wambach (SON Steering Committee Chair).

Members Absent: Abebe Abebe (Elections chair) - Excused

1. Call to Order & Introductions – Judy Warren, Chair, called the meeting to order at 5:05 p.m.
   Judy had distributed the agenda and meeting minutes via e-mail prior to the meeting; she handed out a summary of the KBOR meeting on 10/18/11 and the minutes from the Council of Faculty Senate Presidents on 10/19/11.

   Gary Doolittle raised a point of personal privilege for FASC to acknowledge in the minutes the Nov. 2nd birthday celebration of both Susan Carlson and Ken Davis. [Thanks!]

2. Review of FASC 10/18/11 meeting minutes.
   Corrections to the minutes were recommended by Karen Wambach and Jeanne Schott in section 4.(g) SON Faculty Assembly related to frequency of committee meetings (once rather than twice a month) and the degree (MS instead of MSN).

   Action: Karen Wambach moved to approve minutes as amended. Jeanne Schott seconded the motion and the minutes were adopted by unanimous consent.

3. Chair Reports:
   a. Council of Faculty Senate Presidents (COFSP) – Judy reported that the KBOR meeting was held on October 19-20 and that the Council of Faculty Senate Presidents (COFSP) met on October 19th, prior to their presentation to KBOR on October 19th. Judy informed the FASC that the focus of the meeting was on a special report by Fritz Hemans, related to the Transfer and Articulations Task Force, which has implications for undergraduate programs in both KU Schools of Nursing and Health Professions. Gary Alexander, Board of Regents VP for Academic Affairs discussed the report with COFSP members, which was very helpful. Two primary issues were related to uneven quality assurance and transferability of general education core courses (45-hours accepted by some Regent institutions versus 60-hours awarded by community colleges). The representatives from community college leadership have voiced dissatisfaction with the current status of affairs and would like to see KBOR design and implement a transfer and articulation system in Kansas. The task force is made up of 20 members, of whom only four are faculty members (two university-based and two from community colleges). Concerns also exist about some community colleges establishing competing programs outside their designated service area.

      Based on the information presented, the Council primarily addressed three issues including: transfer & articulation, disposition of the Proposal to Allow Statewide Service of Community Colleges, and improving the public perception of higher education in Kansas.

   b. KBOR breakfast – Judy described the three issues presented by COFSP to KBOR on October 20th. The suggestions made to KBOR were to reaffirm the role of faculty in deciding matters of curricula, to increase faculty representation on the quality assurance and general education core committees from four-year institutions, to base transfer and articulation decisions on systematic data collection and analysis, to include possible system-wide entrance assessments for general education courses that could positively affect student success and retention goals cited in KBOR’s Foresight 2020 plan. Two additional suggestions were made: To table the discussions about

As adopted 12/07/11 - Submitted by Ken Davis
allowing statewide service of community colleges until after the transfer and articulation issues are settled; and To develop strategies for improving the public perception of the value of higher education in Kansas. The KBOR reception to COFSP issues was somewhat tepid, at best.

Other matters discussed on KBOR’s agenda included presentations by WSU, KSU and KU Schools of Engineering, funding for KUMC’s new Medical Education Building, KSU’s Biosecurity Research Institute, and the newly formed KBOR student representative organization.

c. **Huron Group work and Implications – Tabled until next meeting**
Karen Miller did however share her perspective on the progress made since the last Town Hall meetings were held. While Phase I of the Huron Group’s work lacked specificity related to their projected cost savings, Phase II has delved into greater detail, and as a result their findings have confirmed that the last four years of budget reductions have resulted in greater organizational efficiencies. There has been minimal faculty involvement on the Huron work committees, yet faculty has a lot at stake. The potential cost savings are less apparent than initially anticipated. Organizational changes are taking place regardless of the final outcome of the Huron Group’s study. Steffani Webb and Shelley Gebar are the two key coordinators for the KUMC-Huron effort.

4. **Standing Committee Updates/Reports:**

   a. **Elections** – Abebe Abebe, Chair
   No report available.

   b. **Research** – Susan Carlson, Chair
   Faculty Research Day is being held on November 3rd. The faculty concerns identified last year, related to medical record retention for clinical trials, has apparently dissipated because there is sufficient storage available and ultimately responsibility resides with administration. Some questions have been raised about the possible duplication and need to establish procedures for shared use of equipment, related to the new clinical trials initiative.

   c. **Information Resources** – Ken Davis, Chair
   No new business to report. The committee will meet again on November 4th.

   d. **Faculty Concerns** – Jeanne Schott, Chair
   The Faculty Concerns Committee is composed of nine members and they conducted their meeting by e-mail in an effort to respond in a timely manner to the three delegated charges from FASC.
   1. **Proposed changes to the Faculty Handbook – Emeritus Status**
      Seven of the nine members supported the recommended changes. Member comments were shared with FASC and the matter can be acted upon with the committee’s consent.
   2. **Faculty Handbook review function**
      Five of nine committee members agree that the committee should have a role in the review of the Faculty Handbook. A number of valid questions were raised by the committee members, as to the scope of the committee’s role, and expressed reluctance in having total responsibility for the review. The committee believes this should remain a responsibility of the Office of Academic Affairs, and has agreed to serve in an internal advisory role to make recommendations for changes to FASC.
   3. **Faculty survey analysis**
      Five of nine committee members dissented on accepting the task of reviewing and analyzing the faculty comments from the survey. They did not believe this was within the purview of the Faculty Concerns Committee. Members recommended that the FASC form an ad-hoc committee for this task.

Based on the report and feedback from the Faculty Concerns Committee, FASC discussed various aspects of these three charges and determined that Faculty Assembly approval will need to be sought for the proposed changes to the Emeritus Status. There are a number of previous by-laws changes that are not reflected in the current online publication, which will need to be updated. The most recent revision was done in 2005.

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FASC members acknowledged that this task will be a shared responsibility between the Office of Academic Affairs and the Faculty Assembly Steering Committee. Gary pointed out that Dr. Rawitch is conscious of his administrative role, and is respectful of the FASC role in shared governance. The difficulty facing FASC is a logistic one, in how best to accomplish and maintain the changes to the Faculty Handbook on an ongoing basis.

**Action:** Based on the Faculty Concerns Committee recommendation, FASC unanimously approved the proposed changes to the Emeritus Status. Judy Warren will announce in the Faculty Assembly that the proposal will be placed to an electronic vote by the faculty membership. Judy will also speak to Alan Rawitch in order to develop a process for making current and ongoing changes to the Faculty Handbook.

e. **SHP Faculty Steering Committee**– Wen Liu, Chair  
Tabled until next meeting

f. **SOM Faculty Council**– Donna Sweet, Chair  
Tabled until next meeting

g. **SON Faculty Assembly**– Karen Wambach, Chair  
Tabled until next meeting

5. **Old Business:**
   a. **Faculty Input Survey**  
   Judy Warren reported that the faculty survey questionnaire will be administered after the Faculty Assembly meeting. This will allow the faculty to be informed about the survey at the November 9th meeting and encourage their participation in late November.

   **Action:** Judy Warren will prepare to administer the survey electronically by the end of November.

b. **Faculty Concerns Committee Visibility & Drop Box Access**  
Tabled until next meeting

c. **Faculty Handbook changes**  
Item discussed under the Faculty Concerns Committee report.

d. **Review Process for EVC Atkinson**  
Gary requested an update on the status of the EVC review, because rampant rumors are circulating. He also expressed concern that the timing of the EVC evaluation has been problematic, with the confluent Huron Group study, faculty survey and other events, which together could be misinterpreted by faculty. Karen Miller explained that, from her perspective, the Chancellor is a traditionalist and is following KU personnel policy, which requires 5-year evaluations of University personnel in leadership positions. Unfortunately, the policy not been adhered to in the past. While there is potential for misinterpretation, the Chancellor believes the policy must be followed and constitutes a personnel matter covered by a legal process. Although media (LJW) have published a speculative article on this matter, the evaluation is confidential and will remain so.

6. **New business:**
   a. **Develop Faculty Assembly agenda for the November 9th meeting**  
   Judy Warren shared a draft agenda for the Nov. 9th Faculty Assembly meeting and asked if there were any additions or amendments. Hearing none, the proposed agenda was accepted by consent. Susan Carlson stated that the Elections Committee chair need to request a count of eligible voting faculty from the Office of Faculty Affairs in order to determine the quorum for Faculty Assembly business.

   **Action:** Judy Warren will ask Abebe Abebe to request a current number of eligible faculty from the Office of Faculty Affairs, for the Faculty Assembly meeting.

As adopted 12/07/11 - Submitted by Ken Davis
b. **Dr. Chumley is reaching out to FASC to develop a Diversity Committee; please come prepared to discuss before November 15th meeting.**

Judy Warren conveyed a request from Dr. Heidi Chumley, Senior Associate Dean for Medical Education, for the FASC to consider the addition of a new faculty committee for diversity. This request is based in part on the need for the School of Medicine to meet an accreditation requirement. FASC discussed the request, however, in light of the fact that both the Schools of Health Professions and Nursing already have standing committees that address this focus, including curriculum development, diversity recruitment of faculty and students, professional development and other School-specific diversity initiatives, the consensus opinion was that such a committee was not needed at this time.

The group discussion also emphasized that the primary purposes of the four existing Faculty Assembly standing committees are to direct resources for faculty needs, in accordance with the Bylaws of the Faculty Assembly’s C.1. Article II – Object, “The assembly shall be concerned with the definition of educational goals, objectives, programs and policies of the Medical Center and the planning and development of facilities and support for research. The assembly shall provide advice to the administration on these matters...Purely academic matters are reserved to the respective faculties. Implementation of faculty policies is a function of the administration. The assembly shall not be concerned with hospital functions or with purely intradepartmental affairs.”

**Action:** Judy Warren will meet with Dr. Chumley and report on the FASC response to her request.

7. **Adjourn:**
Meeting Adjourned at 6:15 p.m.

**Future Meetings:**
- Fall Faculty Assembly: Wednesday, November 9th @ 4-5 p.m. (SON G013)
- FASC: Wednesday, December 7th @ 5-6 p.m. (SON G011)

**Summary of Pending Actions:**

1. Judy Warren will prepare to administer the survey electronically by the end of November.
2. Judy Warren to request that Academic Affairs assign staff support for FASC committee proceedings.
3. Judy Warren will announce in the Faculty Assembly that the new proposal for Emeritus Status will submitted for an electronic vote by the faculty membership.
4. Judy Warren will speak to Alan Rawitch about developing a process for making ongoing changes to the Faculty Handbook.
5. Judy Warren will ask Abebe Abebe to request a current number of eligible faculty from the Office of Faculty Affairs, for the Faculty Assembly meeting.
6. FASC will monitor the Strategic Plan implementation process.