I. Call to Order/Review of November 12, 2014 Minutes (Jeff Radel)
   A. The meeting was called to order at 11:34 a.m.
   B. The November 12, 2014 minutes were approved by unanimous consent.

II. Announcements
   A. Post-Tenure Review Policy Update (Jeff Radel):
      • J. Radel thanked everyone for voting on the Post-Tenure Review Policy. The policy passed and
        is posted on the APT website. A template will be developed and added to the website. The
        policy was added to an existing part of the SHP Bylaws.
   B. Student Governance Update (Jeff Radel):
      • There have been some changes in how the graduate SHP students align themselves in student
        government. Instead of having their student fees directed to the Graduate Student Council
        (GSC) as in past years, the students chose to have their fees directed to the SHP Student Senate
        instead. In the past, those fees going to the GSC have been used to fund the Student Research
        Forum (SRF).
   C. SafeAssign Update (Dave Antonacci):
      • SafeAssign is a plagiarism detection tool in BlackBoard. TLT will be turning on this feature the
        summer of 2015. D. Antonacci reviewed how it works and showed a video tutorial.
   D. New Course Evaluation Tool (Kelsie Nunnally):
      • TLT will be introducing a new course evaluation tool in the spring of 2015 that should ease the
        process of course evaluations for faculty. Students will see little change. HIM and Respiratory
        Care departments piloted the tool last fall and found it very useful. K. Nunnally will be meeting
        with the department chairs soon to discuss the new tool.
   E. Universal Design (Jeff Radel):
      • In the future, websites and courses will be required to be universally accessible and meet the
        standards of Universal Design in the classroom. There is a lack of clarity about what this
        actually means. If you are developing new course materials, seek guidance on how to meet the
        standards for Universal Design in a classroom.

III. Committee Reports
   A. Academic Affairs (Steve Jernigan):
      • KUMC’s Center for Interprofessional Education and Simulation will be hosting the first,
        campus-wide “Foundations of Interprofessional Collaboration: Introduction to
        TeamSTEPPS®” Level 1 activity for nearly 800 first-year students on January 23rd from 1:00 –
        4:30 p.m. Over 80 faculty from all schools will be facilitating the activity. This activity stems
        from 4 similar but smaller pilot activities that have been conducted over the past 2 years.
        Commitments from schools and departments for the subsequent Level 2 activity in October
        2015 are currently being requested.
      • Update: The Level 1 activity was held on January 23 and was well-received. The Center for
        Interprofessional Education and Simulation would like to convey significant appreciation to
        all the faculty and clinicians that gave of their time and energy to facilitate this activity. We
        look forward to additional faculty involvement for the future Level 2 Foundations of
Interprofessional Collaboration activity on Oct. 16, 2015. If you were not able to assist with the Level 1 activity, but are interested in assisting with the Level 2 activity as a co-facilitator with interprofessional colleagues, please contact Serra Goodman at sgoodman@kumc.edu or Kristy Johnston at kjohnston3@kumc.edu.

- **Summary of Outcomes associated with the IPE activity held on Jan. 23:**
  - Post-Event Evaluation – Student Responses: (Strongly Agree/Agree %)
    - Overall, the program was valuable: 86%
    - Learning with students from other professions was valuable: 96%
    - Students demonstrated mutual respect and shared values: 97%
    - Enhanced my ability to maintain a climate of mutual respect: 88%
    - Event increased my knowledge of another profession: 97%
    - Event improved my knowledge/skills in IP Communication: 86%
    - Effectiveness of faculty/staff facilitator: 97%
    - Facilitator sought participation from all learners: 97%
  - The response rate for the Post-Event Evaluation was 86.5% (n = 636/735).

- The KUMC Core Curriculum Committee has oversight for how the KU Core is implemented on the KUMC campus.

**B. APT (Susan Jackson):**
- Two candidates applied for appointment (switching from the clinical to the tenure track), and four candidates applied for promotion and/or tenure. The committee reviewed all six candidates in November and December, and recommendation letters were sent to Dean Miller on Dec. 10.
- In a Nov. 6 meeting with Dean Miller, members of the APT committee discussed with the Dean the materials that a candidate should submit to the APT committee when s/he requests a switch from the clinical or research track to the tenure track. Switching tracks constitutes an appointment, and the current APT Policies and Procedures manual states that the materials submitted to the APT committee in support of an appointment is the candidate’s CV and a letter from his/her chair/program director. Dr. Klein (Associate Dean for Academic Affairs) had recommended that a departmental review of the person switching tracks also take place and that the review be submitted to the APT committee. Dean Miller preferred that all candidates being appointed (either first-time appointments to KUMC or persons switching tracks within KUMC) submit to the APT committee their CV and a letter from their chair/program director. The APT Policies and Procedures manual will be updated to clarify the materials that should be submitted to the APT committee when a faculty member requests a switch in tracks.

**C. Diversity and Cultural Enrichment (Neena Sharma):**
- The committee welcomes two new members: Andy Wu (OT) and Murad Moqbel (HIM).
- WIMS Diversity committee and SHP Diversity committee are jointly hosting a panel discussion on “Uncovering unconscious bias in academia – How to recognize it and how to move forward” on March 10 at noon. The format will include an overview/introduction of the topic, 30 minutes of facilitated discussion on pre-determined questions and 15 minutes of open Q & A from attendees.

**D. Elections (Holly Hull):**
- Elections were held to replace two slots vacated by retiring faculty on the Diversity and Cultural Enrichment Committee. The two winning candidates were Murad Moqbel and Andy Wu. In accord with the SHP Bylaws, the Steering committee chose to support appointing both members for a period of 3 years and 6 months. Both members were willing to assume the role for this period of time.
- Elections also were held to approve adoption of the SHP Post-Tenure Review Policy. Addition of the policy was approved by the majority of the vote. An email was sent to
Faculty to inform them of the vote’s outcome and Terry Erisman added this policy to the APT website. The section of the SHP Bylaws pertaining to the APT committee’s responsibilities was amended to include this new responsibility.

- A call for nominations for SHP Faculty Committees was sent on Tues., Feb. 3 to Kelsie Nunnally. No nominations will be accepted after Mon., March 2. Please consider running to serve on a committee.
- Teresa Schroder, Chair-Elect for Steering Committee 2015-2016, will be leaving KUMC in March. In order to determine Teresa’s replacement, the Steering committee consulted with Elections to determine the runner-up in last spring’s election. That was Carla Sabus, who has agreed to fill the remainder of Teresa's service period pending the Dean's approval.

E. Faculty Practice (Jill Hamilton-Reeves):

- The call for SHP/SON Clinical Faculty Grant applications has been sent out and the applications are due Mon., March 2, 2015. The 2015 Kosiak Award deadline was moved up to April 1, 2015 to give the committee more time to review prior to the April faculty practice committee meeting.

F. Professional Development (Dory Sabata):

- Planning is underway for a professional development event in April 2015. Brandon Hidaka is the student committee member.

G. Research (Holly Hull):

- The survey has been completed to assess Biostatistical needs within our School. The Research Committee is in the process of analyzing the results.
- Katie Siensukon was elected as the Chair of the Research Committee for 2015-2016.
- The SHP Research Pilot grant call for proposal and application materials were reviewed and changes suggested. The committee awaits notification from the Dean’s office regarding availability of funding. A change this year will be to request a letter of intent in order to identify appropriate external reviewers, as needed. The letter of intent will be due Fri., March 27, 2015 by 5 p.m. Grant applications will be due Fri., April 24, 2015 by 5 p.m. Review of applications will take place in May with funding announcements at the end of May/early June. Funds will be available no earlier than July 1, 2015.

IV. Dean’s Report (Karen Miller):

- See the attached Dean’s Report for complete list.
- Dr. Miller highlighted President Obama’s visit to the Lawrence campus on Jan. 21. She accompanied 10 SHP students as part of the stage party standing behind the President.
- Thank you to the faculty who participated in the Jan. 23 IPE event.
- The Health Education Building (HEB) is scheduled to break ground in Aug. 2015. The 200,000 square feet building (twice the size as the SON building) and costing $75 million will contain almost all classrooms, with one floor devoted to standardized testing and another one to simulation. For the next couple of years, parking will be challenging.
- The Higher Learning Commission’s site visit to the KUMC campus was on Feb. 10; a report is expected in several months. The visit appeared to go smoothly.
- Dr. Miller reminded faculty that she will be stepping down from her current executive duties on June 30, 2015. A search committee has been formed and a search firm hired. The process is moving along.
- Dwayne Boett cher is retiring in March. Dr. Ferraro is chairing the search committee for an internal candidate to replace Dwayne.
- Lisa Stehno-Bittel plans to step down from her position as Chair of the Department of Physical Therapy and Rehabilitation Science effective June 6, 2015. She will remain a part-time faculty member in the department.
• On July 1, 2015, clinical integration will begin between The University of Kansas Hospital and the University of Kansas Physicians.

V. Research Presentation – Neena Sharma: *Low Back Pain and Brain Imaging*

VI. Adjourn and Next Faculty Meeting:
• The meeting was adjourned at 12:50 p.m.
• **Next Meeting:**
  
  *Wednesday, April 22, 2015  
  11:30 a.m. – 1:00 p.m.  
  Clendening Auditorium  
  Lunch provided*