

**UNIVERSITY OF NORTH TEXAS HEALTH SCIENCE CENTER**  
**FACULTY ASSEMBLY**

**Meeting Date:** Thursday, September 29, 2016  
**Time Called to Order:** 5:16 P.M.  
**Time Adjourned:** 6:30 P.M.  
**Meeting Schedule:** Held quarterly

**Members Present:** Assembly open to all UNTHSC faculty members (approximately 65 attended)

**Recorded by:** Shay Singleterry, Faculty Affairs

TOPIC / AGENDA	DISCUSSION	RECOMMENDED ACTION
<b>Call to Order</b>	Dr. Bob Mallet, President of the Faculty Senate, called the assembly to order at 5:16 PM.	
<b>Welcome and Introduction – Dr. Robert Mallet, President, UNTHSC Faculty Senate</b>	Dr. Mallet welcomed the faculty to the assembly. He stated he looked forward to serving as the Faculty Senate President for the 2016-2017 year. Dr. Mallet introduced the 2016-2017 Faculty Senators and encouraged all faculty members to reach out to their Senator when they had items they wanted addressed by the Senate. An invitation was extended to all faculty members to attend any Senate meeting. The Faculty Senate meets the second Friday of each month in LIB-400 at 7:30 AM. Dr. Mallet said that the Faculty Assembly meetings were very important and hoped that more faculty members would attend future assemblies. He asked those in attendance to encourage their colleagues to come to the next assembly in December. Dr. Mallet said a strong faculty body is a sign of a strong institution. All those present were encouraged to stay for the reception following the assembly.	See attached PowerPoint – UNTHSC Faculty Senate 2016-17
<b>Introduction of New Faculty</b>	<p><b>Dr. Janice Knebl, Director - Center for Geriatrics / Institute for Healthy Aging</b>  Lesca Hadley, MD, FAAFP – Assistant Professor  Melissa Castaneda, MD – Assistant Professor  Nori Watson, DO – Assistant Professor  Ashlee Britting, PT, DPT, GCS – Instructor  Scott Winter, MD – Associate Professor</p> <p><b>Dr. Myron Jacobson, Dean – System College of Pharmacy</b>  Adenike Atanda, PharmD – Assistant Professor, Pharmacotherapy  Sara Wettergreen, PharmD – Assistant Professor, Pharmacotherapy</p> <p><b>Dr. Robert Barber, Institute Executive Director – Institute of Molecular Medicine</b>  Nicole Phillips, PhD – Assistant Professor</p> <p><b>Dr. Abe Clark, Institute Executive Director – North Texas Eye Research Institute</b>  Suchismita Acharya, PhD – Research Assistant Professor</p>	

<p><b>Introduction of New Faculty (continued)</b></p>	<p><b>Dr. Sumihiro Suzuki, Chair – Biostatistics &amp; Epidemiology, SPH</b>  Karabi Nandy, PhD – Associate Professor, Biostatistics &amp; Epidemiology  Karen Bell, PhD – Assistant Professor, Behavioral &amp; Community Health  Morten Ostensen, JD, MHA, MBA – Assistant Professor, Health Management &amp; Policy</p>	
<p><b>Campus Update – Dr. Thomas Yorio, Provost and Executive Vice President for Academic Affairs</b></p>	<p>Dr. Yorio thanked everyone for coming. The Faculty Assembly is an important opportunity for faculty members to find out what is going on around campus and the reception following will give everyone a chance to get to know their colleagues.</p> <p>Dr. Yorio is putting together a Provost Annual Report for 2015-2016. This is an important tool to let everyone know what’s going on. When complete it will be posted to the Academic Affairs website.</p> <p>There have been a lot of changes over the last year. The institutes are up and running and there are more to come in the future. The external relationship with TCU for the Medical School is growing. Dr. Stuart Flynn has been hired as the Dean of the Medical School and his team is in place.</p> <p>The HSC is expanding its Graduate Medical Education (GME) program. A program is now in Weatherford and we have acquired a family medicine residency in Wichita Falls. We will continue to grow our GME program to keep our students in Texas.</p> <p>Our research funding has increased 10% over last year. In the struggling funding environment, this is a great accomplishment. Our research faculty has been doing a great job.</p> <p>Our programs have excellent pass rates. Our PA Program has a 100% student pass rate and TCOM has a 98% pass rate for part one students.</p> <p>There have been many great accomplishments by our faculty members. Many have won national awards for their efforts. The administration recognizes the hard work of the faculty members at HSC.</p> <p>There have been some challenges. The state cut our budget by 4% (\$6 million). The administration needs everyone cooperation so we can be more efficient. We are creating councils to work together across campus.</p> <p>The administration is also working with the Senate to ensure transparency and better relationship and shared governance.</p>	

<p><b>Faculty Recognition Award Program – Dr. Robert Mallet, President, UNTHSC Faculty Senate</b></p>	<p>The Faculty Recognition Award Program was initiated by Dr. Yorio. The administration wants to recognize faculty members for a job well done. A sub-committee of the Faculty Senate was created to develop an award program. Here are the highlights of that program:</p> <p>Faculty Senate Sub-Committee to Develop Faculty Recognition Awards Program</p> <ul style="list-style-type: none"> <li>• Chair: Rick Magie</li> <li>• Members: Subhash Aryal, Tom Diver, Bob Mallet, Katalin Prokai</li> <li>• Ex officio member: Claire Peel</li> </ul> <p>Purpose</p> <ul style="list-style-type: none"> <li>• To recognize faculty who have excelled in teaching, research/scholarship, service and/or leadership, and who have direct involvement with UNTHSC</li> </ul> <p>Criteria</p> <ul style="list-style-type: none"> <li>• Based on the guidelines for promotion in rank. Primary focus will be over the most recent two years of activity.</li> </ul> <p>Teaching</p> <ul style="list-style-type: none"> <li>• Classroom, clinical, online, mentoring students in research and/or internships, as well as teaching patients, residents, graduate students and peers</li> </ul> <p>Research/Scholarship</p> <ul style="list-style-type: none"> <li>• Grants, contracts, peer-reviewed publications, books, awards</li> </ul> <p>Service</p> <ul style="list-style-type: none"> <li>• Clinical activity; institutional, professional and community service</li> </ul> <p>Leadership</p> <ul style="list-style-type: none"> <li>• Chairing institutional and professional committees, task forces, study sections, specialty boards; journal editor</li> </ul> <p>Selection Process</p> <ul style="list-style-type: none"> <li>• Candidates must have been active members of the UNTHSC faculty at least 3 years</li> <li>• Nominations must be by faculty who don't have administrative appointments</li> <li>• Letters of nomination: 500-1000 words, describing nominee's accomplishments in the areas of activity, especially those exceeding expectations</li> <li>• Nominee's current CV</li> <li>• Additional documentation of nominee's achievements</li> <li>• Selection committee: 9 faculty: One from each of the 5 colleges/schools, and 4 appointed by Faculty Senate Executive Committee (to ensure balance of school/college representation, faculty ranks, areas of expertise)</li> <li>• Five candidates (1 per school/college) will be selected as finalists</li> <li>• Most outstanding faculty awardee: \$10,000 cash award</li> <li>• Other 4 finalists: \$2,500 cash awards</li> <li>• Awardees are ineligible for re-nomination for two years after receiving an award</li> </ul>	
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<p><b>Faculty Recognition Award Program – Dr. Robert Mallet, President, UNTHSC Faculty Senate (continued)</b></p>	<p>Next steps</p> <ul style="list-style-type: none"> <li>• Approval by Faculty Senate and Provost</li> <li>• Call for nominations will be issued after approvals</li> <li>• Optimistic timeline:</li> <li>• Nominations and applications submitted late October thru November</li> <li>• December: Selection Committee identifies finalists and most outstanding faculty</li> <li>• Awardees announced January</li> </ul>	
<p><b>Electronic Laboratory Notebook – Dr. Katrina Gordon, Discovery Center Manager, Office of Research and Innovation</b></p>	<p>Dr. Gordon told the assembly about the Electronic Lab Notebook platform that is now available to all UNTHSC faculty members. It is free to faculty members; the HSC is paying for use of the software. Highlights from her presentation:</p> <p>Features</p> <ul style="list-style-type: none"> <li>• Ease of Use and Access- most internet connected devices</li> <li>• Sharing- easily collaborate by sharing any portion of your notebook</li> <li>• Record Keeping- time/date stamps and no deletions</li> <li>• Security- encrypted and backed up automatically</li> <li>• Management and Communication- monitor progress</li> <li>• Searching- easy search tools</li> <li>• Free- paid for by the Division of Research and Innovation</li> <li>• Portable- download notebook and associated files</li> </ul> <p>Resources</p> <ul style="list-style-type: none"> <li>• UNTHSC webpage- <a href="https://www.unthsc.edu/research/electronic-laboratory-notebook/">https://www.unthsc.edu/research/electronic-laboratory-notebook/</a></li> <li>• Lewis Library Librarians- <a href="mailto:AskALibrarian@unthsc.edu">AskALibrarian@unthsc.edu</a> call 817-735-2070, or visit LIB 222, <a href="https://library.hsc.unt.edu/">https://library.hsc.unt.edu/</a></li> <li>• Upcoming HSC specific training</li> <li>• LabArchives <ul style="list-style-type: none"> <li>○ weekly training- Thursdays @ 12pm</li> <li>○ YouTube channel</li> <li>○ Knowledgebase</li> <li>○ Great customer support</li> </ul> </li> </ul> <p>Getting Started</p> <ul style="list-style-type: none"> <li>• Go to <a href="http://www.labarchives.com">www.labarchives.com</a></li> <li>• Sign in with your EUID and password</li> <li>• Create a notebook and start entering information and sharing</li> <li>• Folder Monitor software available for easy input of existing files</li> <li>• Interfaces with Office (through a downloadable plugin) and some other programs</li> </ul> <p>All faculty members are encouraged to use this software. There is training available to all who are interested.</p>	

<p><b>New Business – Dr. Robert Mallet, President, UNTHSC Faculty Senate</b></p>	<p><b>Faculty Survey of Administration:</b> Dr. Mallet told the assembly that the Faculty Survey of Administration would be sent out to all faculty members during October. The survey has been reworked is much more user friendly and changes have been made to insure anonymity. All faculty members are encouraged to take part in the survey. Please encourage your colleagues to take part as well. The survey is only successful if we get a good response from the faculty body.</p> <p><b>Faculty Bylaws &amp; Faculty Policies:</b> The Faculty Bylaw Committee is now the Faculty Bylaw &amp; Faculty Policy Committee. There have been several Faculty Bylaws changed into Faculty Policies. There have also been changes to a few of the Faculty Policies. According to the Faculty Bylaws, these have been reviewed and more changes suggested by the Faculty Bylaw &amp; Faculty Policy Committee (FBFPC). They have to be read to the Faculty Senate two times – in separate meetings before the Senate can vote to approve the revisions. They were read to the Senate for the first time during the September Senate meeting. The second reading would be during the October meeting. Hopefully they would be approved by the Senate and then they have to be approved by the Provost, Office of General Counsel and final approval is by President Williams. All faculty members are encouraged to read over the policies and give their questions and concerns to their Faculty Senator. These policies can be obtained from any Faculty Senator. Dr. Mallet encouraged all faculty members to take the time and read over these policies.</p>	
<p><b>Closing Remarks, Dr. Robert Mallet, President, UNTHSC Faculty Senate</b></p>	<p>Dr. Mallet stated the next Faculty Senate meeting was on Friday, October 14th in LIB-400. All faculty members are welcome to attend.</p>	
<p><b>Adjournment</b></p>	<p>Dr. Mallet thanked everyone for their attendance and reminded them that immediately following the assembly, there is a Reception being hosted by Dr. Yorio and Dr. Williams. All in attendance were encouraged take this opportunity to get to know more of their colleagues. The Assembly adjourned at 6:30 PM.</p>	

**Minutes approved for distribution.**

**Next Faculty Assembly will be held on Tuesday, December 13, 2016.**