

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, September 20, 2013**

RECORDING: Shay Singleterry

PRESIDING: Peter Raven, PhD

PRESENT: Peter Raven, Geoffrey Guttman, Joseph Warren, Jerry Simecka, Robert Barber, Michael Flyzik, Amy Moss, Victor Kosmopoulos, Scott Winter, Joseph Ronaghan, Eric Cheng, Patricia Gwartz

ABSENT: Robert Wordinger, Scott Walters, Subhash Aryal, Thad Miller, Youcheng Liu, Rajbir Sandhu, Linda Ball, Sharon Gustowski, Roy Martin, Frank DeLeon, John Podgore, Marija Djokovic, Katalin Prokai, Patrick Clay

ALTERNATE: Liam O'Neill, Shanna Combs

OTHERS PRESENT: Michael Williams, Thomas Yorio, Marc Foster

MEETING TIME: 7:30 – 10:00 AM

MEETING LOCATION: EAD-719

Topic/Agenda Item	Discussion/Conclusion	Action/Recommendation	RTA/Closed
Call to order	Dr. Raven called the meeting to order. Meeting was called to order thirty minutes late due to weather causing traffic delays.		
Approval of August 2013 Minutes	Dr. Barber made motion to approve August 2013 minutes. Dr. Guttman seconded motion. <u>Motion carried.</u>	Approved minutes will be posted to the Faculty Senate webpage.	
Introduction of Alternates	Dr. Raven introduced Liam O'Neill and Shanna Combs.		
President Williams Comments	<p>Dr. Williams stated that good progress was being made on the Strategic Plan and he hoped to present it to the Faculty Senate in their October meeting.</p> <p>Dr. Williams will be making clinic visits over the next few days. He wants to meet the people and speak to them about the UNTHSC internal giving campaign. He wants a high participation rate. The high participation rate will increase philanthropic giving to UNTHSC. He also stated that higher participation rates in the giving campaign will help UNTHSC to get better endowments. Those who give can focus their giving either on internal or external recipients</p> <p>With the leadership changes taking place, Dr. Williams will be working with Dr. Peska to make sure that the changes taking place with strengthen the faculty.</p>		
Administrative Evaluation – Part 1	<p>Marc Foster from the Office of Strategy and Measurement was present to discuss the Administrative Evaluation – Part 1.</p> <p>Marc stated the results from Part 1 have been distributed to the deans. He said it was up to the deans to discuss the results with individual faculty members.</p> <p>Dr. Yorio wants the evaluation results sent out again to ALL Faculty and that the dean should be the one to determine who does or does not see the evaluation results.</p>	Marc Foster to resend Evaluation results to all Faculty.	

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, September 20, 2013**

Administrative Evaluation – Part 1 (continued)	Marc mentioned that the Administrative Evaluation – Part 2 is ready to go out. The Faculty Senate has approved Part 2. When asked if a “Comments” section could be added to the evaluation, Marc said he would have it added before sending it out. Part 2 of the evaluation would be for the Provost, Vice-Presidents, Senior Vice Presidents, Associate Vice Presidents and Associate Vice Chancellor.	Marc Foster will add a comments section and send out the evaluation.	
Faculty Grievance and Appeal Committee Policy and Promotion and Tenure / Post Tenure Review Discussion	<p>Dr. Yorio said that the Faculty Bylaws Committee will be reviewing the Grievance and Appeal Committee’s Policies and will report back to him any issues that need further attention.</p> <p>Dr. Yorio stated that Faculty Annual reviews should be in line with Promotion and/or Tenure criteria.</p> <p>On Post Tenure Review and Promotion and/or Tenure Reviews, the Dean has the final say on if the recommendation is sent to the UNTHSC Promotion and Tenure Committee for consideration. The Departmental and School/College Promotion and Tenure Committees make their recommendation to their Dean and he has the ability to give a positive or negative recommendation to the UNTHSC Promotion and Tenure Committee. The dean does not have to agree with and/or accept the School/College or Departmental Committees decision. Dr. Simecka stated that a policy needs to be in place for the Deans decision. Dr. Yorio said that he would ask the Faculty Bylaw Committee to review this process and recommend changes.</p> <p>Dr. Yorio asked all to please keep in mind that the Promotion and Tenure Committee is a “recommending” body only. It is not a governing body.</p> <p>Dr. Yorio stated that the Post Tenure Review was meant to be a developmental tool not punitive tool for discipline.</p> <p>The State of Texas requires that all State Universities have Post Tenure Review but it up to each institution on how they administer the process.</p> <p>Dr. Gwartz, Chair of Faculty Bylaw Committee stated that the Bylaws needed to be changed to make it where the Promotion and Tenure and Post Tenure Review criteria are part of the faculty annual review process.</p> <p>Dr. Simecka requested that the Faculty Bylaws be amended so that there is a clear process for the Faculty Grievance and Appeal Chair to communicate with the Committee and affected faculty when the decision is made to NOT permit a grievance or appeal to be heard by the committee.</p>		

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, September 20, 2013**

Faculty Grievance and Appeal Committee Policy and Promotion and Tenure / Post Tenure Review Discussion (continued)	<p>Dr. Warren recommended that there be guidelines added to the Faculty Bylaws on what the Chair of the Faculty Grievance and Appeal Committee can or cannot accept to be heard by the committee.</p> <p>Dr. Ronaghan stated that the role of the Faculty Grievance and Appeal Committee Chair should be clearly defined in the Faculty Bylaws.</p> <p>Dr. Gwartz stated she would present these items for discussion in the next Faculty Bylaw Committee meeting.</p>		
Faculty Senate Bylaws	<p>Dr. Gwartz stated that the Faculty Senate Bylaws have been presented to the Provost, Dr. Yorio and are waiting on his approval.</p> <p>The Faculty Bylaw Committee issued a memo to Dr. Raven and Faculty Senate. The memo stated that the Bylaw committee found that the Senate Bylaws are consistent with the UNTHSC Bylaws with a few changes.</p>		
New Business – Responsibility of Faculty Senators	<p>Dr. Raven stated that it is the responsibility of all of the Faculty Senators to communicate with the faculty in their respective departments. The Senators should be finding out if they have issues that need to be brought before the Senate. They also need to communicate back to their departments what was covered in the Faculty Senate meetings. All faculty need to know what happens in the Faculty Senate meetings each month.</p> <p>Dr. Ronaghan mentioned that many faculty will not bring up issues in their departmental meetings because of fear of repercussion from administration should they speak out on issues. He suggested that the Senators ask that their departments have town hall type meeting that do not include the Dean or Department Chairs so that faculty would feel more at ease about voicing their concerns and asking that something be brought before the Senate.</p>		

Approved for distribution.

Faculty Senate **Friday, October 11, 2013** **7:30 am - EAD-719**

Members Present: Subhash Aryal, Linda Ball, Robert Barber, Eric Cheng, Frank DeLeon, Thomas Diver, Michael Flyzik, Sharon Gustowski, Geoffrey Guttman, Patricia Gwartz, Victor Kosmopolous, Youcheng Liu, Roy Martin, Amy Moss, Peter Raven, Joseph Ronaghan, Jerry Simecka, Scott Walters, Joseph Warren, Scott Winter, Robert Wordinger

Members Absent: Patrick Clay, Marija Djokovic, Thaddeus Miller, John Podgore, Katalin Prokai, Rajibar Sandhu

Others Present: Dr. Williams, Dr. Peska, Dr. Fairchild, Dr. O'Neill, Anne Long, Johnny Thompson

Recording Secretary: Shay Singleterry

Agenda	Discussion	Action Items	Actions Follow-Up
Call To Order	Dr. Raven called the meeting to order at 7:35 am.		
Approval of Minutes	Dr. Barber made motion to approve September 2013 minutes. Dr. Winter seconded motion. <u>Motion carried.</u>		
Introduction of Alternates	Dr. Winter is representing himself and is the alternate for Dr. Djokovic.		
UNTHSC Strategic Plan for 2014 - 2017	<p>Dr. Williams presented a handout (attached) on the new UNTHSC Strategic plan and explained it to the Senators in detail.</p> <p>Dr. Raven asked that the Senators review the Strategic Plan and then be prepared to discuss in the November Faculty Senate meeting.</p> <p>Dr. Raven asked Dr. Williams if he would attend the November Faculty Senate meeting and answer questions from the Senators.</p> <p>Dr. Williams and Dr. Raven will be meeting regularly to make sure all issues brought before the Faculty Senate are addressed and resolved.</p> <p>Dr. Raven stated that Dr. Williams has asked him to be on the Executive Committee. Dr. Williams wants the administration team to work collaboratively with the Faculty Senate.</p>	<p>Senators need to review the Strategic Plan and share with their departments and bring any questions or concerns regarding the plan to the November meeting and Dr. Williams will answer them at that time.</p>	<p>To be discussed in the November meeting.</p>

Agenda	Discussion	Action Items	Actions Follow-Up
TCOM Update	<p>Dr. Raven told the Senate that he has asked the Deans of all the schools/colleges to alternately attend the Faculty Senate meetings to give an update on that school. Dr. Peska from TCOM was present for this reason.</p> <p>Dr. Peska thanked the Senate for having him and stated he would be happy to come back and address the Senate when needed for updates on TCOM.</p> <p>Dr. Peska said the new class is on board and doing well. They are currently at max capacity with 230 students.</p> <p>Dr. Peska stated that the curriculum for TCOM was over 17-years old when they moved into the MET. Change was needed not only in content but also in all they do to create the program. Efforts have been under way for over two years and are coming to fruition. Things are coming into focus and the new curriculum will be highly interactive. They had to look at a way to make small group learning possible with the larger class sizes. The fourth floor of the MET allows for small group learning. The current faculty is more diverse and experienced and Dr. Peska was to take full advantage of their backgrounds and training. He mentioned that they needed to get ahead and become more modern and keep up with the changing times and ever changing world. The original goal to have the new curriculum in place was 2018. This last summer the plan really started to come together and the new curriculum is ready to be put into place and used. On December 5th the new curriculum would be presented to the schools accrediting agency for approval. They would have a speaker on campus to talk about the new curriculum and it's advantages for TCOM.</p>		

Agenda	Discussion	Action Items	Actions Follow-Up
	<p>Dr. Peska was asked to step in as Interim Chief Medical Officer during transition. He will be using his role to make good use of the opportunity to merge the clinical process with the academic process. This needs to be the expression of the UNTHSC educational program. It will empower our campus to be even greater. Not many of our faculty/staff use our clinical practice. How can we expect the public to use the clinical practice if our own employees, faculty and students do not take advantage of the services available. He said he hopes that over the next few months he is able to prove the advantage the clinical process is to the academic process. Dr. Peska would like to see an increase in the number of PhD's in the clinical setting.</p> <p>Dr. Simecka said he applauded the effort of getting the clinical process to be cohesive with the academic process. He asked if the clinical side would be working with research side to translate what is being done in the lab and how it relates to clinic care. He said that research should be integrated into clinical care. Dr. Simecka also stated that the clinicians need to be able to interact with the researchers, so that they can work together to reach the end goal of healing the patient. When conversations happen collaboration happens.</p> <p>Dr. Williams was asked about the Patient Appointment system. He said he understands that it's difficult to get an appointment in our clinics. The patient experience is being looked at. We must give remarkable clinic care.</p>		
Administrative Evaluation - Part II	<p>Dr. Raven told the senate that the Administrative Evaluation - Part II will be going out to all faculty in the next week. He asked that the senators encourage their colleagues to take time and complete the evaluation. These evaluations will be done annually.</p>		

Agenda	Discussion	Action Items	Actions Follow-Up
Distance Education	<p>GSBS has distance education program going on. Online courses. Setting up the course is just part of the picture. You have to run the course and maintain it. Communication is not always easy when trying to explain a process. Do we have a good program? How do we get remunerated for running the program? There actually more involved in online courses. How does faculty get remuneration for their work? Technology is changing the way we teach. We must be aware of remuneration. Faculty must be compensated for the time they spend. Need a remuneration plan. Wordinger voiced concern that UNTHSC does not have the infrastructure to be successful for online/distance education. Provost wants us to be involved in establishing a policy for outreach and inside. Those that are interested let Dr. Raven know so he can create a list of those who want to be on a task committee for creating the policy for online/distance education. Eric Cheng – need to consider our target audience. Do we have enough students to justify creating a dedicated online/distance education program?</p> <p>Dr. Simecka stated this is a good opportunity for UNTHSC to move into the future if we do it right. He also said that there be a policy in place to govern online/distance learning.</p> <p>Dr. Ronaghan said we need to have an assessment done so that we can address the issue correctly.</p>		
	<p>Dr. Simecka made motion recommending the creation of UNTHSC campus wide committee for researching resources for distance/online education. Dr. Guttman seconded the motion. <u>Motion carried.</u></p>		
CourseEval vs. IDEA	<p>Dr. Raven stated that the Provost, Dr. Yorio, has said that all schools/colleges within UNTHSC are to use the CourseEval system and they should not be using the IDEA Evaluation tool. Dr. Kurz, Dean of School of Public Health has said that the SPH wants to continue using the IDEA. Dr. Yorio asked for a survey of SPH faculty and the of those who took the survey, the majority agreed with using CourseEval over IDEA. Dr. Yorio said that all schools/colleges are to use CourseEval.</p>		

Agenda	Discussion	Action Items	Actions Follow-Up
Privacy Breach	<p>Dr. Liam O'Neill addressed the Senate regarding a privacy breach he discovered during a routine internet search. When Dr. O'Neill typed his name and a link come up on Google that linked to his grievance against the university. Anyone with web access could find it. How long had it been there? Who put it there and why? Who all has seen it? After making calls to campus it was removed after eight hours. Dr. O'Neill has a list of all documents that were made available on the internet. If anyone wants to find out if their information was released they can contact him.</p> <p>UNTHSC Chief Compliance Officer, Anne Long, addressed the Senate. She confirmed that information did get posted. There is a formal investigation. When posted it was done on Web Admin. Person who did the posting was unaware that the info was out on the public domain. There was information out there for nine to ten faculty members. Anne Long has the information that was posted in her office. There are legal obligations as well as ethical and moral obligations to disclose what was posted. The Provost and Anne Long will hold meetings to inform faculty who are affected by the breach. No SSN or DL numbers were released. However CV's were released. Some of these contain DOB and home addresses.</p> <p>Johnny Thompson, Executive Director of Digital & Web Services said there is an Action Plan in place. The information has been removed and he has gone through various searches to remove any caches of information. Anne Long is working with Johnny to research what is in the public domain - a formal inventory.</p> <p>Anne Long then addressed: How did this happen - who can do this? She stated that there are over 200 people in our system with the ability to post items to the public domain. Anne stated this too many. We need to limit the number of people who can post to the public domain for UNTHSC. We also need to train those people who will continue to have the ability to post to the internet.</p> <p>Dr. O'Neill stated that we need to be able to audit who sees any information posted on any of the UNTHSC websites.</p>		

Agenda	Discussion	Action Items	Actions Follow-Up
	<p>Dr. Raven said this will be addressed in future Senate meetings. What more can we do to stop this from happening again? If any senators have ideas they should address them to Johnny or Anne.</p> <p>Dr. Moss wants to know when the meetings with affected faculty will take place. Anne stated they are waiting on the required letters that need to go out with disclosure to the affected members.</p> <p>Dr. Aryal wants to know how soon they can notify the other affected faculty. Dr. O'Neill stated he has the information and if anyone else who wants to know can contact him. Anne Long requested that this information be released through her office.</p> <p>Johnny said he is doing what he can to make sure there are no other breaches. He has a small staff and they are working as diligently as possible.</p> <p>Dr. Ronaghan asked if an outside consultant could help make sure no additional breaches occur.</p> <p>Anne stated that it would be good to put all posting to the internet on hold until it can be researched.</p> <p>Dr. Warren is going to inform his faculty that a breach has occurred and affected faculty will be notified by the Provost.</p>		
<p>New Business:</p> <p>Centralization of Printing Services</p> <p>Length of Senate Meetings</p>	<p>Due to time constraints this was not discussed.</p> <p>Dr. Raven asked if the designated three-hour meeting time was mandated by the Faculty Senate Bylaws. He would like to make the meetings two-hours. Dr. Ronaghan stated that three hours was a recommendation and that the senate did not have to stay for the full three hours. Dr. Raven asked if a policy needed to be put in place mandating the time required for Senate meetings. The consensus of those in attendance was that a policy was not needed.</p>	<p>When scheduling future meetings, a two hour time window will be used.</p>	<p>This will be addressed in a future meeting.</p>
<p>Meeting adjourned</p>	<p>Meeting adjourned at 9:55 AM</p>		

Next meeting is scheduled for Friday, November 8th.

University of North Texas Health Science Center
Faculty Senate Meeting
November 8, 2013
7:30 – 9:30 am / EAD-719

Members Present: Subhash Aryal, Robert Barber, Eric Cheng, Patrick Clay, Frank DeLeon, Thomas Diver, Michael Flyzik, Sharon Gustowski, Geoffrey Guttman, Victor Kosmopoulos, Youcheng Liu, Amy Moss, Peter Raven, Joseph Ronaghan, Scott Walters, Joseph Warren

Members Absent: Linda Ball, Marija Djokovic, Roy Martin, Thaddeus Miller, John Podgore, Katalin Prokai, Rajibar Sandhu, Jerry Simecka, Scott Winter, Robert Wordinger

Others Present: Patricia Gwirtz, Jamboor Vishwanatha, Michael Williams, Thomas Yorio

Recording: Chris Mason

Agenda Item	Discussion	Action Items/Follow-up
Call to order	Dr. Raven called the meeting to order at 7:30 am.	
Approval of Minutes	Initially there was not a quorum to approve the minutes; however a quorum was reached later in the meeting. Dr. Guttman moved motion to approve the minutes from October 2013. Dr. Warren seconded the motion. Vote in favor was unanimous. <u>Motion carried.</u>	Minutes will be posted to the Faculty Senate webpage.
Introduction of Alternates	Dr. Raven announced that Dr. Wordinger is scheduled to have surgery and will be on leave in December and January. An alternate will need to be appointed to represent the school in his absence.	Dr. Raven will take measures to find alternate.
UNTHSC Strategic Plan FY2014 - 2017	<p>Dr. Williams presented the draft of the UNTHSC Strategic Plan FY2014-2017 at the October Senate meeting and returned to address questions/issues. Dr. Williams began by saying that the strategic focus had changed, and keeps changing, since he last met with the Senate in October. He hopes to get it finalized soon. He will be requesting leaders of each school/college to build individual school/college strategic plans to support the UNTHSC Strategic Plan once it is finalized.</p> <p><u>Strategy Changes:</u></p> <ul style="list-style-type: none"> Expanded effort will shift toward S2: “Focused growth and diversity of our research, clinical and financial portfolio.” S3: “Provide patient-centered care recognized for quality outcomes and service excellence.” S3 will be the major focus and responsibility of UNT Health. <p><u>Discussion of issues include:</u></p> <ul style="list-style-type: none"> There needs to be a concentrated effort on UNT Health data research analysis. There are 2 hospitals wanting to collaborate with data analysis. A center needs to be developed that will support an integration of health specific research projects with collaboration by UNT Health, SPH and GSBS. A committee is being formed to gather information and make requests. The committee members are Drs. Miller, Fulda, and Gladue. Requests will be channeled through Dr. Cistola. CORE Facilities: Dr. Raven met with Dr. Cistola regarding having access to UTA, UT Southwestern, and UT Dallas. Partnerships are very important. The question is, “How do we get Big Data out?” Dr. Cistola will identify COREs that are available and develop a directory to access CORE Facilities. 	Dr. Cistola will present CORE update at the Faculty Assembly in December.

**University of North Texas Health Science Center
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7:30 – 9:30 am / EAD-719**

Agenda Item	Discussion	Action Items/Follow-up
	<ul style="list-style-type: none"> Student Health Program: HSC students are not happy with the program offered. A new physician will be identified to run the student health program. Concerns that there are not enough specialty residents. Need to concentrate efforts for TCOM graduates to partner with hospitals to fill that need. Concerns that we cannot grow our patient volume without more specialty physicians i.e.; Oncology and Nephrology. 	
Privacy Breach Update	<p>Dr. Yorio gave an update regarding the breach of privacy that occurred in September. The breach involved faculty promotion and tenure packets being accessible for public view through Google. He met with each faculty member, individually, to explain what happened and apologize for the website breach of privacy. The affected faculty members were very understanding and realize that the breach was not intentional, and that as soon as it was discovered, measures were taken immediately to disable the webpages.</p> <p>Action plan moving forward:</p> <ul style="list-style-type: none"> ITS/Web Office is currently auditing the website to ensure security since the migration from Web Admin to JADU. ITS/Web Office is looking into specific processes for posting material to websites and offering more in depth training sessions for web content managers as to what material should be open to public access and not open to public access. 	
Faculty Senate Bylaws Review/Approval	<p>Dr. Yorio presented the Faculty Senate Bylaws for review and approval. He stated that only a few minor grammar and spelling revisions were made. Also, Section F. Vacancies; Paragraph 4 was deleted due to redundancy. Dr. Warren moved motion to approve the Faculty Senate Bylaws. Dr. Guttman seconded the motion. Vote was unanimous in favor. <u>Motion carried.</u> Dr. Yorio excused himself from the meeting and returned shortly with the Faculty Senate Bylaws approved by President Williams.</p>	<p>The approved Faculty Senate Bylaws will be posted to the Faculty Senate webpage.</p>
Faculty Bylaws	<p>Dr. Gwartz stated that the Faculty Bylaws Committee will meet on November 12th to review/approve all revisions that have been made to the Faculty Bylaws.</p>	<p>Faculty Senate to review Faculty Bylaws at the December Faculty Senate Meeting.</p>

University of North Texas Health Science Center
Faculty Senate Meeting
November 8, 2013
7:30 – 9:30 am / EAD-719

GSBS Update	<p>Dr. Vishwanatha presented updates for the Graduate School. Topics include:</p> <ul style="list-style-type: none"> • GSBS 20th Anniversary Celebration – living legends and future legends were honored at Clint Black Event. The event was a huge success with approximately 4,000 attending. • GSBS Commencement will be held on May 16, 2014 with J. Craig Venter, PhD giving the commencement address. Dr. Venter was nominated as one of the 100 most influential people by Time Magazine. 	
Agenda Item	Discussion	Action Items/Follow-up
GSBS Update (contd.)	<ul style="list-style-type: none"> • GSBS Initiatives for Faculty <ul style="list-style-type: none"> ○ Market Adjustments ○ Faculty Merits ○ Equipment Awards ○ Spoken English Assessment Program ○ Research Assistance for faculty without extramural funds to take PhD students ○ Reorganization of GSBS departments 	
December Faculty Assembly and Annual Faculty Holiday Party	<p>Dr. Raven announced that the Faculty Assembly and reception will be held on December 3rd. Also coming up is the Annual Faculty Holiday Party on December 6th. Announcements and invitations are being sent to all faculty. Dr. Raven would like for the senators to spread the word and encourage all faculty to attend both functions if possible. These events will offer an opportunity for faculty collegiality and support of the new administration.</p>	
Centralization of Business and Printing Services	<p>As of last month, all printing services have been discontinued on the UNTHSC campus and required to be sent to the Denton campus. This poses a huge problem both with convenience and time constraints. There needs to be an alternate solution.</p> <p>The BSC processes are very difficult to work with. Huge turnaround. Cognos is also very difficult.</p>	Dr. Raven will address issues with the Leadership Team and report findings/suggestions for possible improvement.
Meeting adjourned	Meeting adjourned at 9:30 am. The Faculty Senate will meet on Friday, December 13, 2013 at 7:30 am in EAD 719.	

Approved for Distribution

University of North Texas Health Science Center
Faculty Senate

Friday, December 13, 2013 - EAD 719

Members Present: Subhash Aryal, Linda Ball, Robert Barber, Patrick Clay, Frank DeLeon, Thomas Diver, Michael Flyzik, Sharon Gustowski, Geoffrey Guttman, Patricia Gwartz, Victor Kosmopoulos, Roy Martin, Thaddeus Miller, Amy Moss, Peter Raven, Joseph Ronaghan, Jerry Simecka, Scott Walters, Joseph Warren, Scott Winter

Members Absent: Eric Cheng, Marija Djokovic, Youcheng Liu, John Podgore, Katalin Prokai, Robert Wordinger

Others Present: Dr. Yorio, Jennifer Trevino, Dr. Kurz

Recording: Shay Singleterry

<u>Agenda</u>	<u>Discussion</u>	<u>Action Items</u>	<u>Follow-Up</u>
Approval of Minutes	Motion to approve November minutes made by Dr. Barber. Seconded by Dr. Simecka. Motion Carried.		
Introduction of Alternates	Dr. Winters was representing himself as well as Dr. Djokovic.		
SPH Update	Due to time restrictions, Dr. Kurz was unable to give his update.		Moved to January Meeting
Faculty Bylaw Amendments	Dr. Gwartz presented the proposed amendments to the Senate. Each amendment was discussed. In accordance with the Faculty Bylaws this was only a discussion and a vote to approve must be held at a later meeting.	Senators must take amended Bylaws back to their departments and discuss with their colleagues.	Vote to approve/disapprove Amended Bylaws to take place in January Meeting
Faculty Appointments	Dr. Yorio discussed adjunct faculty appointments to schools/institutes without a department base (main department). He would like to have appointments to institutes that are not tied to a specific department discussed in a future Senate meeting. He mentioned that it is hard to grow institutes with functioning faculty without direct appointments. Consider at a minimum to have adjunct appointments without a defined department. UNTHSC is growing institutes and they are looking for someone to fill the director position. UNTHSC wants to develop real institutes without having to put them in a specific department. He asked the Senators to go back to their departments and discuss with their colleagues and bring any comments, concerns, and questions to the next Senate meeting. This will be discussed at that time.	Senators discuss the possibility of direct appointments to institutes but not to specific departments with their colleagues	Discussion on this to continue in January meeting.

<u>Agenda</u>	<u>Discussion</u>	<u>Action Items</u>	<u>Follow-Up</u>
New ID Badges for Faculty, Staff and Students	Jennifer Trevino discussed the new ID badges that had been distributed. The old badges had the old UNTHSC logo, the photos were poor quality and the font made reading names difficult. A team was created to redesign the badges to include the new UNTHSC logo, more legible - easier to read, departments/schools/colleges easier to identify. Credentials were not included on the badges because of space on the badge. The committee elected to omit credentials in order to use a larger font and make names easier to read. They have since learned that there are compliance issues with various agencies because credentials are not included on the badges. Those who are required to have credentials on their badge, will be issued a new badge. UNTHSC will make sure all are in compliance with any/all governing agencies. New badges are in the works and will be issued as soon as they are completed. If anyone has specific questions or concerns, they are free to contact Jennifer and she will see that they are handled.	New ID Badges to be distributed to those who are required to have their credentials listed on their badge.	
New Business - Change in GSBS Leadership	Dr. Yorio announced that Dr. Vishwanatha has stepped down from his position as Dean of GSBS to allow him more time to focus on his work in that school. Dr. Singh has been appointed the Interim Dean until a replacement is found.		
	Next meeting is scheduled for Friday, January 10th in EAD 714.		

Approved for Distribution in Faculty Senate Meeting on January 10, 2013.

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, January 10, 2014**

RECORDING: Chris Mason and Shay Singleterry

PRESIDING: Peter Raven

PRESENT: Subhash Aryal, Robert Barber, Eric Cheng, Patrick Clay, Frank DeLeon, Thomas Diver, Sharon Gustowski, Geoffrey Guttman, Patricia Gwirtz, Victor Kosmopoulos, Amy Moss, Peter Raven, Joseph Ronaghan, Jerry Simecka, Scott Walters, Joseph Warren, and Scott Winter

ABSENT: Linda Ball, Marija Djokovic, Michael Flyzik, Youcheng Liu, Roy Martin, Thaddeus Miller, John Podgore, Katalin Prokai, and Robert Wordinger

ALTERNATE: Michael Connors for Michael Flyzik and Scott Winter for Marija Djokovic

OTHERS PRESENT: Robert Mallet, Dr. Yorio, Dr. Williams, Dr. Kurz, and Dr. Peel

MEETING TIME: 7:30 – 11:00 AM

MEETING LOCATION: EAD-714

Topic/Agenda Item	Discussion/Conclusion	Action/Recommendation	RTA/Closed
Call to order	Dr. Raven called the meeting to order.		
Approval of December 2013 Minutes	Dr. Simecka moved to approve the December 2013 meeting minutes. Dr. Barber seconded. <u>Motion carried.</u>	Approved minutes will be posted to the Faculty Senate webpage.	
Introduction of Alternates	Michael Connors for Michael Flyzik and Scott Winter for Marija Djokovic		
President Williams Remarks	<p>Dr. Williams wanted to update the Senate on several items concerning the Faculty Senate and the UNTHSC Administration.</p> <ul style="list-style-type: none"> • His goal for the Senate is to see them grow and become a true Senate representation of the Faculty. He would like there to be a competition among faculty for election to the Senate. • Dr. Williams' intent is on where the Administration is going, not where they have been ... wants them focused on moving forward. The Administration knows where it is headed. His intent is the same in regards to the Faculty Senate. He stated that Senate knows where it's headed and he is happy with what the future holds for both the Senate and the Administration. • The Faculty Survey of Administration showed that the Faculty does not know and/or questions exactly what it is that the UNTHSC Administration does to support the faculty. • He wants to have a survey of the Senate by the Faculty and Senators to see if the Senate is truly understood and a fair representation of the Faculty. • Dr. Williams wants UNTHSC Faculty and Administration to move from the current us/them mentality to one of "us". He wants the Faculty, Senate and Administration to work towards a common "us" mentality. • Dr. Raven stated that the survey showed that there was a gap between the Faculty and Administration. It showed the weak spots where they can work together to improve the team work between the two and become a more cohesive team in all that they do. 	Faculty Survey of Administration PowerPoint and Recap is attached hereto.	

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Faculty Senate Meeting
Friday, January 10, 2014**

President Williams Remarks – continued	<ul style="list-style-type: none"> • Dr. Yorio mentioned that he used the survey results during his one on one evaluation with the deans. The results were “eye-opening”. • Dr. Yorio also stated that he would like for the Senators to attend the departmental meetings for those departments which they represent. This way they could work closely with their departments/schools/colleges to accurately represent them and bring their issues/concerns/questions to the Senate Meetings. • Dr. Williams asked for comments, questions or concerns regarding the BCS. He said he was aware that the new centralized BCS was causing problems for the daily operations within departments/schools/colleges. He stated he had received comments regarding the difficulty in communicating with BCS personnel and that it was hard to get anyone on the phone and they did not respond to messages – both phone and email. Dr. Yorio stated that if departments are having constant issues, they should send their complaint to the Provost and/or President’s office in writing so that they can present them to the Board of Regents and Chancellor to show that the BCS is not working as well as expected. Issues need to be documented. 		
Update on School of Public Health	<p>Dr. Kurz presented updates on the School of Public Health. Topics included:</p> <ul style="list-style-type: none"> • Determinants of Health in the world today. • Leading underlying causes of death in the United States and their implications on society. • Discussed where the United States is ranked versus other countries when it comes to health care. The U.S. is number 37 out of 191 developed countries for health outcomes. • Life expectancy of U.S. Citizens and Health Spending per capita as of 2007. • What is Public Health? Public Health is the set disciplines that train professionals to prevent disease and promote health, and it does this for entire populations or communities. • Public Health Roles <ul style="list-style-type: none"> ○ Community Health Educators and Promotion Experts ○ Biostatisticians ○ Health Planners ○ Epidemiologists ○ Policy Analysts ○ Health Administrators ○ Laboratory Professionals ○ Health Researchers ○ Environmental and Occupational Health Specialists ○ Disaster Preparedness and Safety Experts ○ Professors 		

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, January 10, 2014**

Update on School of Public Health - continued	<ul style="list-style-type: none"> • Programs of Study in the School of Public Health here at UNTHSC. <ul style="list-style-type: none"> ○ Master of Public Health [MPH] (in Biostatistics, Environmental and Occupational Health, Epidemiology, Behavioral and Community Health, Health Management and Policy, and a Professional Option). ○ Master of Health Administration [MHA] ○ Doctor of Public Health [DrPH] in Public Health Practice ○ Doctor of Philosophy [PhD] in Public Health Sciences • SPH by the Numbers <ul style="list-style-type: none"> ○ Student Body <ul style="list-style-type: none"> ▪ MPH: 324 ▪ MHA: 28 ▪ DrPH: 22 ▪ PhD: 22 ○ Faculty <ul style="list-style-type: none"> ▪ Fulltime: 37 ○ Research <ul style="list-style-type: none"> ▪ Annual Award for FY 2013: \$6,899,715 • Slide representing the Infant Mortality Rate in 2009 for: <ul style="list-style-type: none"> ○ United States ○ State of Texas ○ Tarrant County ○ Tarrant County African American 		
Update on School of Health Professions	<p>Dr. Peel presented updates on the School of Health Professions. Topics included:</p> <ul style="list-style-type: none"> • School of Health Professions has two programs: <ul style="list-style-type: none"> ○ Physician Assistant Studies <ul style="list-style-type: none"> ▪ Medical Director plus twelve faculty ▪ 75 Students per class – each class is for three years ▪ Master of Physician Assistant Studies [MPAS] ○ Physical Therapy <ul style="list-style-type: none"> ▪ Fifteen Faculty ▪ 42 Students per class – each class is for three years ▪ Doctor of Physical Therapy [DPT] • Academic Programs in Development <ul style="list-style-type: none"> ○ Structural anatomy and rehabilitation track within the PhD in biomedical sciences ○ Dual Degree in PhD/DPT ○ Residency programs in Orthopedics and Pediatrics ○ Certificate program in Lifestyle Health 		

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, January 10, 2014**

Update on School of Health Professions - continued	<ul style="list-style-type: none"> • Research Activities <ul style="list-style-type: none"> ○ Functional Mobility Assessment Lab • Human Movement Performance Lab <ul style="list-style-type: none"> ○ Human-robot interactions for early diagnosis and treatment of children with Autism Spectrum Disorders ○ Relationship between auditory input and balance ○ Sensory input in person with peripheral neuropathy • Clinical Practice <ul style="list-style-type: none"> ○ PA faculty in UNT Health Family Practice, Internal Medicine, Geriatrics, Pediatrics, and Orthopedics ○ Physical Therapy Clinic <ul style="list-style-type: none"> ▪ Musculoskeletal ▪ Women's Health • SHP Mission and Vision <ul style="list-style-type: none"> ○ Mission: "Create solutions for a healthier community through innovative teaching, translational scholarship and team-based patient-centered care" ○ Vision: "To be recognized for innovation, collaboration, and leadership through our graduates, faculty, and staff" • SHP Strategies for the Future <ul style="list-style-type: none"> ○ Integration of inter-professional core competencies ○ Innovative teaching focused on active learning and student engagement ○ Advance research through collaborations, external funding ○ Create a positive and supportive work environment focused on professional growth and development • SHP Applications versus Admissions <ul style="list-style-type: none"> ○ Physician Assistant Studies Program <ul style="list-style-type: none"> ▪ Applicants: 1,550 ▪ Admitted: 75 ○ Physical Therapy Program <ul style="list-style-type: none"> ▪ Applicants: 700 ▪ Admitted: 42 		
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**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, January 10, 2014**

Faculty Bylaw Amendments	<p>Dr. Mallot presented the Faculty Bylaw Amendments to be voted on for approval. A complete copy of Bylaws attached hereto, this is a record of the votes only.</p> <ul style="list-style-type: none"> • Various Non-Substantive changes – not discussed in detail <ul style="list-style-type: none"> ○ Motion to approve made by Dr. Winter ○ Motion second by Dr. Clay ○ Motion carried by majority vote of Senate • Article II – The Faculty, Section B – Voting Privileges <ul style="list-style-type: none"> ○ Motion to approve made by Dr. Simecka ○ Motion second by Dr. Guttman ○ Motion carried by majority vote of Senate • Article VI – Evaluation of Faculty, Section A – Procedure for Evaluation <ul style="list-style-type: none"> ○ Motion to approve made by Dr. Guttman ○ Motion second by Dr. Winter ○ Motion carried by majority vote of Senate • Article XI – Post Tenure Review <ul style="list-style-type: none"> ○ No Vote – Discussion only, Senate agreed and decided it was a non-substantive change • Article XII – Appeals <ul style="list-style-type: none"> ○ Motion to approve made by Dr. Baber ○ Motion second by Dr. Warren ○ Motion carried by majority vote of Senate • Article XIV – Grievance By A Faculty Member, Section E <ul style="list-style-type: none"> ○ Motion to approve made by Dr. Simecka ○ Motion second by Dr. Guttman ○ Motion carried by majority vote of Senate • Article XVII – Faculty Senate, Section 1 – Composition <ul style="list-style-type: none"> ○ Motion to approve made by Dr. Simecka ○ Motion second by Dr. Guttman ○ Motion carried by majority vote of Senate • Article XVIII – Standing Committees, Section H – Scholarships, Loans and Awards Committee <ul style="list-style-type: none"> ○ Motion to approve made by Dr. Kosmopoulos ○ Motion second by Dr. Warren ○ Motion carried by majority vote of Senate 	<p>All amendments (substantive and non-substantive) to the Faculty Bylaws were approved by the Faculty Senate during this meeting.</p> <p>Faculty Affairs will forward notification of the Faculty Senate approval of Amendments to the Provost for the next level of approval.</p> <p>A copy of the Faculty Bylaws along with these minutes will be posted to the Faculty Senate website once the minutes have been approved by the Faculty Senate.</p> <p>Notification of posting will be sent to the Faculty Senate.</p>	
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**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, January 10, 2014**

Faculty Bylaws Amendment – Article XVII – Faculty Senate, Section 1 – Composition (details of changes)	<p>New Senate Structure Implementation:</p> <ul style="list-style-type: none"> • President elect remains as incoming President starting September 1, 2014. • All current senators' terms will end 8/31/2013. • Four (4) senators from each school will be elected to serve a <u>two (2)</u> year term/staggered. • The Senate President will send request to Deans for nominations to be submitted to him before the end of April. Elections will be held in May and accomplished by June 1, 2014. • After the senators are elected, they will draw for 1 year or 2 year term so that the terms will be staggered. • Senators can be re-elected for a second consecutive term. 	<p>Motion to approve made by Dr. Simecka Motion second by Dr. Guttman Motion carried by majority vote of Senate</p>	
Implementation of Voting for the New Senate	<p>Faculty By-Laws identify that each School (TCOM, GSBS, SPH, SHP, and SCP) will elect 4 senators to serve 2 year terms. To accomplish this task in a timely manner we will proceed with the following steps:</p> <ul style="list-style-type: none"> • On August 31, 2014, and with the exception of the incoming President and the immediate past-president (ad hoc), all currently elected Senator's terms will end. However, each of the Senators will be eligible to be elected to a 2 year term regardless of their term of service, if they so wish to be nominated by their School's faculty. • Four or more nominations of each School's Senators need to be finalized by April 30. Election of the 4 Senators for each School from the School's list of nominations will be completed by electronic vote of the School's full-time faculty by May 31. • Each School's Full-Time Faculty will have one vote only within the School of their major appointment. • In this the first year the 4 elected faculties will be asked to draw for a 1 year or 2 year term. The faculty that drew the 1 year term can be nominated for a subsequent full 2 year term beginning in year 2 of the new Senate. • Subsequent elections beginning in year 2 will be for 2 year terms only. 		

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, January 10, 2014**

New Business	<p>Decisions on Bridge Funding Program Applications Dr. Barber brought up the issue that applicants who had applied for Bridge Funding had not been notified if they had been approved for the program. Dr. Yorio said that he had sent notice to Dr. Cistola to notify applicants of the results, but because of change in administration in the Research area that it had slipped through the cracks. He will remind Dr. Cistola that the applicants need to be notified.</p> <p>Appointment of Adjunct Faculty to Institutes Dr. Warren brought up the issue that at this time faculty and adjunct faculty appointments are not granted in institutes. Will adjunct faculty appointments be allowed? If so, the Faculty Bylaws would need to be changed.</p> <p>Senators Leaving the Senate Meeting Dr. Raven would like for senators that need to leave the Faculty Senate meeting before the conclusion, please have an alternate that can preside for the remainder of the time.</p> <p>Length of Discussion on Agenda Items during Senate Meeting Dr. Yorio suggested that time frames for discussion be put on each agenda item so that the meeting will stay on track.</p> <p>New Profile Category Dr. Guttman suggested adding a new section to the Faculty Profile called “Innovations in Teaching”. Dr. Yorio said that they are examining new evaluation systems and will take this into consideration for a new category or will talk to IT regarding adding it to Profile.</p>		
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Next meeting will be Friday, February 14th, at 7:30 AM in EAD 714.

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, February 14, 2014**

RECORDING: Shay Singleterry

PRESIDING: Peter Raven, PhD

PRESENT: Subhash Aryal, Robert Barber, Eric Cheng, Patrick Clay, Frank DeLeon, Thomas Diver, Harold Fain, Michael Flyzik, Victor Kosmopoulos, Youcheng Liu, Thaddeus Miller, Amy Moss, Katalin Prokai, Peter Raven, Joseph Ronaghan, Jerry Simecka, Scott Walters, Joseph Warren

ABSENT: Linda Ball, Marija Djokovic, Sharon Gustowski, Patricia Gwartz, Roy Martin, John Podgore, Yasser Salem, Scott Winter, Robert Wordinger

ALTERNATE: Claire Kirchhoff for Geoffrey Guttmann, Kristine Lykens for Patricia Gwartz

OTHERS PRESENT: Michael Williams, David Cistola, Myron Jacobson

MEETING TIME: 7:30 – 10:00 AM

MEETING LOCATION: EAD-714

Topic/Agenda Item	Discussion/Conclusion	Action/Recommendation	RTA/Closed
Call to order	Dr. Raven called the meeting to order at 7:40 AM.		
Approval of January 2014 Minutes	<p>Dr. Simecka made motion to approve the January 2014 minutes. Dr. Dr. Clay seconded motion. <u>Motion carried.</u></p> <p>Approved minutes are to include the PowerPoint presentation of the Faculty Senate Survey of Administration. Dr. Raven briefly recapped the presentation. The Survey included seven of the UNTHSC vice presidents. He said that the President and Provost have assured him that they are using the survey results during their annual review of administration staff and faculty. One of the major points uncovered during the survey is that the faculty does not have a clear understanding of the roles many administrators play in the day to day operations here at UNTHSC. Dr. Raven also stated that at future Faculty Assembly meetings, the Provost and the Senate will provide an opportunity for each individual on the survey to provide the faculty an explanation of how, by accomplishing their job responsibilities and as a member of the UNTHSC Administration team member, they help the faculty perform their job and mission of UNTHSC.</p>	Approved minutes with attachments will be posted to the Faculty Senate webpage.	
Introduction of Alternates	Dr. Raven introduced Dr. Claire Kirchhoff as the alternate for Dr. Geoffrey Guttmann, representing the GSBS Department of Cell Biology and Immunology. He also introduced Dr. Kristine Lykens as the alternate for Dr. Patricia Gwartz, representing the Faculty Bylaw Committee.		

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, February 14, 2014**

President Williams Comments	<p>Dr. Williams stated that every Friday morning at 8:30 he had a “huddle-up” meeting with his Cabinet to recap the week and address any issues they may have in their departments/schools/colleges. He said during these meetings the team has the opportunity to identify “Heroes” in their areas. These heroes are those individuals who go above and beyond the call of duty. He wanted to recognize two such heroes who were on the Senate. First he recognized Dr. Robert Barber and his work with TARC. Second, he recognized Dr. Peter Raven for his work not only as President of the Faculty Senate but also on the President’s Executive Committee.</p> <p>Dr. Williams said that our admissions numbers for the 2013-2014 year are setting records. Admission into UNTHSC is very competitive and we rank highly with other well-known Health Science Center institutions across the state and the country. He is very proud of the direction we are going and how hard everyone is working to make UNTHSC successful.</p> <p>Dr. Ronaghan asked Dr. Williams about the number of students being admitted into UNTHSC. With the increased number of students, what is being done about making space for everyone (classroom/lab/parking, etc.)? Dr. Williams said that they are looking at utilizing space in different buildings that is not being used for as originally intended. Dr. Williams also said that Student Affairs (all student services) will be moving across from the MET into the professional building. This will free up space in the EAD building which can be used as originally intended. Dr. Williams understands that teaching/lecture space is also cramped. They are talking with TRB about a grant/funding to build a new building.</p> <p>Dr. Raven asked if they were concerned about the increase in the GSBS admissions would cause a decrease in the scoring on our performance reviews. Dr. Williams said there has not been an increase in enrollment for GSBS. They only place UNTHSC has seen an increase in actual enrollment numbers is for the new UNTHSC College of Pharmacy. There should not be any decrease in the standards for admissions (quality of students we are admitting).</p> <p>Dr. Williams said that he and his executive team are very sensitive to the growing pain issues, including physical space as well as performance standards.</p>		
Dr. Cistola Comments	<p>Dr. Williams introduced Dr. Cistola and asked that he tell the Senate of another hero that was recognized by the Executive Committee. Dr. Cistola stated that Niki Clarke, Senior Grant and Contract Analyst from his office is being recognized by the Executive Committee as a hero for her hard work on grant and contract submission. She was an invaluable team member in his office.</p>		

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, February 14, 2014**

Dr. Cistola Comments (continued)	<p>Dr. Cistola spoke about the new partnership that UNTHSC now has with UT Southwestern. This collaboration would bring new programs and support to the UNTHSC Grants and Contracts office.</p> <p>Dr. Cistola reminded the Senate the deadline for grant submission was fast approaching and they could get additional information from the email he sent to all faculty and staff regarding grants.</p> <p>Dr. Simecka asked about those seed grant applications that had already been submitted and when they could expect a response. Dr. Cistola said that notices on current grant submissions should be sent out on or before April 1, 2014.</p>		
Interview Process for the Director of Online Education	<p>Dr. Patrick Clay of SCP was to speak to the Senate about the upcoming open interviews that were to be held for the Director of Online Education.</p> <p>Due to a prior appointment, Dr. Clay had to leave the meeting before he could speak. Dr. Raven told the Senate to refer to the information that had been emailed out to them prior to the Senate Meeting.</p>		
Senate Representation on the “Teaching Using Technology” seed grant review group	Dr. Raven stated that the Provost’s office was putting together a team to review the seed grants for “Teaching Using Technology. Dr. Yorio asked Dr. Raven for two representatives from the Faculty Senate to be on the panel. Dr. Raven asked if there were volunteers from the Senate for this panel.	Dr. Barber and Dr. Warren volunteered to be on the review panel. Dr. Raven will forward their names to Dr. Yorio’s office.	
March Faculty Senate Meeting	The regularly scheduled date for the next Faculty Senate meeting is Friday, March 14, 2014. This is a spring break holiday and the campus is closed. Dr. Raven asked if the senators wanted to move the date to March 21 st or March 28 th . The general consensus of the senate was that March 28 th would be too close to the April meeting date. The meeting was then moved to Friday, March 21 st .	The Faculty Senate will meet in EAD-719.	

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, February 14, 2014**

March Faculty Assembly	<p>The next regularly scheduled Faculty Assembly is on Tuesday, March 11, 2014. This date falls during the week of Spring Break and many staff and faculty will not be on campus. It was agreed upon to move the Faculty Assembly to Tuesday, March 18th.</p> <p>Dr. Raven reminded the Senators to encourage the faculty in their departments to attend these assembly meetings. He stated that there would be two or three vice presidents there to address the faculty.</p> <p>Dr. Raven also reminded the Senators that immediately following the assembly, Dr. Williams and Dr. Yorio would be hosting a reception for all those who attend. There will be light hors d'oeuvres, beverages, beer and wine served.</p>	<p>The Faculty Assembly will be held in MET-125S</p> <p>Reception to be held in MET-111.</p>	
New Business – Faculty Bylaws Amendment to Article XII - Appeals	<p>Dr. Raven explained that the UNTHSC General Counsel's office had recommended to Dr. Yorio that the Faculty Bylaws not be approved until a change was made to the amendment made to Article XII – Appeals. After much discussion a motion was made by the Faculty Senate to leave Article XII – Appeals, Paragraph Two; Sentence Three of the Faculty Bylaws as they were presented to the Provost for approval and NOT accept the changes requested by the UNT General Counsel's office. The motion was made by Dr. Barber and seconded by Dr. Simecka. The motion was passed by a unanimous vote of the Faculty Senate.</p>	<p>Dr. Raven will notify the Faculty Bylaw Committee of the motion made and passed.</p>	
New Business – Provost Response to the Faculty Senate Sub-committee findings on the FGA Process	<p>Dr. Ronaghan stated that the Provost had requested that a Faculty Senate sub-committee be created to review the FGA Process and bring present their findings to him and the Faculty Senate. These findings were discussed during the August 2013 Faculty Senate meeting and then sent to the Provost following Senate approval of the findings and recommendations on their findings. Dr. Ronaghan stated that as of this date, the Provost had not responded to the sub-committee findings. A motion was made to make a request in writing to the Provost – Dr. Yorio requesting a formal response (in writing or in person) to the Faculty Senate Sub-Committee's findings on the Grievance and Appeal Process. The motion was made by Dr. Simecka and was seconded by Dr. Warren. The motion was then passed by a unanimous vote of the Faculty Senate.</p>	<p>Dr. Raven will send a request to the Provost asking for his response to the sub-committee findings and recommendations.</p>	

The next Faculty Senate Meeting will be on Friday, March 21, 2014 at 7:30 AM in EAD-719.

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, March 21, 2014**

RECORDING: Shay Singleterry

PRESIDING: Amy Moss, President Elect

PRESENT: Subhash Aryal, Robert Barber, Frank DeLeon, Harold Fain, Michael Flyzik, Patricia Gwartz, Victor Kosmopoulos, Youcheng Liu, Thaddeus Miller, Amy Moss, Katalin Prokai, Joseph Ronaghan, Scott Walters, Joseph Warren, and Scott Winter

ABSENT: Linda Ball, Eric Cheng, Patrick Clay, Thomas Diver, Marija Djokovic, Sharon Gustowski, Geoffrey Guttmann, Roy Martin, John Podgore, Peter Raven, Yasser Salem, Jerry Simecka, and Robert Wordinger

ALTERNATE: Rehana Lovely for Geoffrey Guttmann

OTHERS PRESENT: Thomas Yorio, Joel Daboub

MEETING TIME: 7:30 – 11:00 AM

MEETING LOCATION: EAD-719

Topic/Agenda Item	Discussion/Conclusion	Action/Recommendation	RTA/Closed
Call to order	Dr. Amy Moss, President Elect of the Faculty Senate called the meeting to order at 7:35 AM. Dr. Moss stated that Dr. Raven was out of town and had asked that she act as chair for this meeting.		
Approval of February 2014 Minutes	Dr. Kosmopoulos moved to approve the February 2014 meeting minutes. Dr. Warren seconded. <u>Motion carried.</u>	After a few non-substantive changes, the approved minutes will be posted to the Faculty Senate webpage.	
Introduction of New Senator	Dr. Moss introduced Dr. Harold Fain, MD, MPH, Assistant Professor, the new senator from TCOM representing the Department of Community Medicine.		
Introduction of Alternates	Dr. Rehana Lovely for Dr. Geoffrey Guttmann.		
TCOM Update on Medical School Admissions Process – Joel Daboub, TCOM Assistant Dean of Admissions	Dr. Moss introduced Joel Daboub, MBA, Assistant Dean of Admissions for TCOM. Mr. Daboub thanked the Senators for the opportunity to present a review of the TCOM admissions process. A PowerPoint presentation was used to give an overview of the admissions process. Mr. Daboub explained about the constant increase in number of applicants over the last 12 years. He also explained about the diversity of the students entering TCOM. The metrics for the entering classes over the last 11 years was also explained. The average GPA, SGPA and MCAT scores of students entering TCOM have increased each year. The threats and challenges facing TCOM in coming years are: <ul style="list-style-type: none"> MR5 – New MCAT <ul style="list-style-type: none"> Medical schools know very little about how the exam will measure ability – new score schema New sections include: Psychology and Sociology, Critical Thinking, Biochemistry New Medical Schools <ul style="list-style-type: none"> Dell School of Medicine, Austin TX – EC 2016 UT School of Medicine, Rio Grand Valley ≈ EC 2016 Incarnate Word School of Osteopathic Medicine, San Antonio - ? Texas Medical School applicant pool leveling off (4% growth) 	The PowerPoint Presentation given during the meeting will be posted along with the minutes for those who wish to review it in detail.	

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, March 21, 2014**

Topic/Agenda Item	Discussion/Conclusion	Action/Recommendation	RTA/Closed
TCOM Update on Medical School Admissions Process (continued)	<p>Mr. Daboub said the TCOM Strategy for Admitting new students was:</p> <ul style="list-style-type: none"> Measurable performance by continuous process improvement through the integration of technology and customer service. “Be the First!” <p>He said he wanted to thank the many members of the 2014 Admissions Committee. They play an important role in the quality of students that are admitted into TCOM.</p>		
UNTHSC Faculty Bylaw Amendment – Dr. Gwartz, Chair, Faculty Bylaw Committee	<p>Dr. Gwartz read the proposed amendment to Article XII – Appeals of the UNTHSC Faculty Bylaws. This amendment read:</p> <p style="text-align: center;">“ARTICLE XII – APPEALS” – pp. 16-17 of the Bylaws</p> <p>A faculty member may appeal to the faculty grievance and appeal committee within fifteen (15) working days of receipt of a written notice of an adverse decision from the school/college promotion and tenure committee or the appropriate dean only regarding the following: (i) salary, (ii) promotion, (iii) renewal of employment, (iv) renewal of appointment, (v) tenure or (vi) post-tenure review. Appeals for revocation are addressed in Article XIII, Faculty Misconduct. The faculty member may appeal only if he/she alleges that the adverse decision was based on an impermissible reason. Such impermissible reasons include that the adverse decision(s) were: (i) based on actions protected by these Faculty Bylaws, including academic freedom or (ii) unlawful under the Constitution of Texas or the U.S. Constitution, including the First Amendment, the Fifth and Fourteenth Amendment (violation of due process or equal protection); or (iii) unlawful under state or federal law (“Impermissible Reason”).</p> <p>The faculty member shall prepare a detailed written statement of particulars explaining the reasons he/she believes the adverse action was for an impermissible reason and present the same to the chair of the committee within fifteen (15) working days after filing a written notice of an adverse decision with the committee. A subcommittee of three (3) members of the Faculty Grievance and Appeal Committee and chaired by If the chair of the committee will determine that whether the alleged facts, if proven by credible evidence, support a conclusion that the decision was made for one of the impermissible reasons. The decision of the chair and the subcommittee reasons for the decision shall be provided by the chair to the committee and to the faculty member making the appeal within five (5) working days of the decision. The members of the subcommittee shall be recused from this particular hearing.</p> <p>Dr. Gwartz asked if there were any questions regarding this proposed amendment.</p> <p>Dr. Kosmopoulos stated that the wording in the second paragraph of the amendment was confusing.</p>	<p>Dr. Gwartz said she would ask the Bylaw committee to review the wording and will make non-substantive changes so that it is less confusing.</p>	

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, March 21, 2014**

<p>UNTHSC Faculty Bylaw Amendment – Dr. Gwartz, Chair, Faculty Bylaw Committee (continued)</p>	<p>Dr. Kosmopoulos stated that the Chair of the Faculty Grievance & Appeals committee does not need to vote since it is a three person sub-committee reviewing cases.</p> <p>Dr. Ronaghan stated he did not feel the Chair of the Faculty Grievance & Appeals committee should even be part of the sub-committee. Dr. Kosmopoulos agreed with Dr. Ronaghan on this point. Dr. Ronaghan also stated that he felt that it was a conflict of interest for the Chair of the Faculty Grievance & Appeal Committee to serve on and vote as part of the reviewing sub-committee.</p> <p>Dr. Kosmopoulos stated the sub-committee should have random members from the Faculty Grievance & Appeal committee, which did not include the Chair. The sub-committee could review cases presented to them and report back to the entire Grievance & Appeal Committee, Chair and faculty being reviewed.</p> <p>Dr. Gwartz stated that the Bylaws could not move forward in the approval process until an amendment could be agreed upon.</p>	<p>Dr. Gwartz will take the concerns and comments back to the Bylaw committee for their consideration. She would report the decisions of the Bylaw committee back to the Senate at the April Faculty Senate meeting.</p>	
<p>Response to Senate Sub-Committee Findings on Faculty Grievance & Appeal Process – Dr. Yorio, UNTHSC Provost</p>	<p>Dr. Yorio said he has received and reviewed the findings of the Faculty Senate sub-committee on the Grievance and appeals process. He said that amendments to the Faculty Bylaws had already been proposed in response to some of the findings.</p> <p>Dr. Yorio also stated that his charge to the sub-committee was to review the grievance and appeal process not to review and report on the actions taken on specific cases.</p> <p>Dr. Yorio will be meeting one on one with the Faculty Senate leaders to discuss their concerns on the grievance and appeal process. He did not feel that the Senate meeting was the forum to discuss certain issues.</p> <p>Dr. Moss stated that the sub-committee understood that their charge was to review the process and not specific case outcomes. She wanted to make it clear that the sub-committee understood their duties.</p> <p>Dr. Ronaghan asked that if the sub-committee found there to be flaws in the grievance and appeals process, would decisions based on the flawed process, be invalid or revoked and subject to another review.</p> <p>Dr. Yorio stated if decisions were made based on the current bylaws and the process was followed per the bylaws, no change in the decisions would be made at this time.</p> <p>Dr. Kosmopoulos stated that not all of the sub-committee findings had been addressed.</p>		

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, March 21, 2014**

<p>Response to Senate Sub-Committee Findings on Faculty Grievance & Appeal Process – Dr. Yorio, UNTHSC Provost (continued)</p>	<p>Dr. Moss asked that Dr. Kosmopoulos be specific on which findings have not been addressed. Dr. Kosmopoulos stated the following items had yet to be addressed by the Bylaws Committee:</p> <ul style="list-style-type: none"> • The appeal process is not in alignment with the Grievance process in terms of timelines. • Yarborough Case finding • Grievance and Appeal Final Decision by Chair that the Grievance and Appeal committee remains a recommending body. <p>Dr. Kosmopoulos also stated that there were items in the post sub-committee changed UNTHSC Faculty Bylaws that are illegal. He said that Texas Government Code 617.005 provided that employees are to be allowed legal representation when appealing a decision of their employer. The Faculty Bylaws completely remove the option of allowing for an attorney altogether (present or otherwise). Dr. Kosmopoulos also stated that the law stated that employees should be allowed to make an appeal to a person of authority. When a UNTHSC faculty makes an appeal it is to a “recommending committee” not a committee that has any kind of authority in regards to decisions being made.</p> <p>Dr. Ronaghan stated there had not been any resolution on the sub-committee findings in regards to the Yarborough vs Texas A&M University – Kingsville, Number 13-07-00744-CV, Court of Appeals, 13th District of Texas, 24th of September, 2009. The Faculty Senate has asked the Provost multiple times for a response to this finding. Several senators stated that the Provost should provide a formal response on this finding.</p> <p>Dr. Walters stated that the Provost has responded to some but not all findings of the sub-committee.</p> <p>Dr. Ronaghan stated the Senate should receive a formal response on all sub-committee findings.</p> <p>Dr. Moss stated that the Provost office did acknowledge there are some process issues and several amendments to the Faculty Bylaws have been made as a result.</p> <p>Dr. Kosmopoulos stated that there are process issues that need to be addressed.</p> <p>Dr. Ronaghan stated that if the process is found to be flawed then the decisions based on those flawed processes could be flawed as well. He also stated that decisions based on the flawed processes should be readdressed and or reconsidered.</p> <p>Dr. Moss stated that the Faculty Senate has made great strides in improving the processes that were found to be flawed but they were not done yet. This is a work in progress and the Senates needs to continually work to improve processes for the benefit of all.</p>		
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**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, March 21, 2014**

Response to Senate Sub-Committee Findings on Faculty Grievance & Appeal Process – Dr. Yorio, UNTHSC Provost (continued)	<p>Dr. Warren asked if the Senate could make a formal request to the UNT System Legal Counsel’s office to appear before the Senate and give a formal response to the sub-committee findings.</p> <p>Dr. Moss stated that if a motion were made and passed, a formal response would be sent to Legal.</p> <p>Dr. Warren moved that the UNTHSC Faculty Senate make a formal request to the UNT System General Counsel’s office to come to a Faculty Senate meeting and respond to the sub-committee’s findings in regards to the Faculty Grievance & Appeal process, most specifically the Yarborough case. Dr. Prokai seconded the motion. The motion was carried with a unanimous vote of the Senators.</p>	<p>Dr. Moss said a formal request would be made on behalf of the Faculty Senate to the General Counsel’s office to come and address the Senate.</p>	
Employee Appreciation Week	<p>Dr. Moss mentioned that the Faculty Senate has been asked by Jennifer Trevino, Chief of Staff – Vice President of Administration, to poll their departmental staff on their ideas for Employee Appreciation Week. Ms. Trevino provided a list of questions that could be used with discussing this with department staff. Dr. Moss read over the questions and asked that the Senators share these in their departments and report back to Shay with their findings by March 31, 2014.</p>	<p>Shay will forward the questions to all Senators so they can share them with their department staff. She will then compile the information and forward to Ms. Trevino.</p>	

Approved for distribution 04/11/2014

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, April 11, 2014**

RECORDING: Shay Singleterry

PRESIDING: Peter Raven, PhD, Faculty Senate President

PRESENT: Subhash Aryal, Robert Barber, Patrick Clay, Frank DeLeon, Harold Fain, Michael Flyzik, Geoffrey Guttman, Patricia Gwartz, Victor Kosmopoulos, Youcheng Liu, Amy Moss, John Podgore, Katalin Prokai, Peter Raven, Scott Walters, and Joseph Warren

ABSENT: Linda Ball, Eric Cheng, Thomas Diver, Marija Djokovic, Sharon Gustowski, Thaddeus Miller, Joseph Ronaghan, Yasser Salem, Jerry Simecka, Scott Winter and Robert Wordinger

ALTERNATE: Dr. Dory for Dr. Simecka and Dr. Wiechman for Dr. Winter

OTHERS PRESENT: Dr. Michael Williams

MEETING TIME: 7:30 – 11:00 AM

MEETING LOCATION: EAD-719

Topic/Agenda Item	Discussion/Conclusion	Action/Recommendation	RTA/Closed
Call to order	Dr. Peter Raven called the meeting to order at 7:37 AM		
Approval of March 2014 Minutes	Dr. Martin moved to approve the March 2014 meeting minutes. Dr. Guttman seconded. <u>Motion carried.</u>	The approved minutes will be posted to the Faculty Senate webpage.	
Introduction of Alternates	Dr. Dory for Dr. Simecka and Dr. Wiechman for Dr. Winter		
Presidential Remarks with Question and Answers – Dr. Michael Williams	<p>Dr. Williams addressed the Senate regarding the recent news about the UNT Denton Campus and their budget issues. Recent newspaper articles stated there were problems with how the Denton campus misused state funds. Dr. Williams stated that this problem was specific to the Denton campus. It has not and would not affect the other UNT campuses, more specifically, the UNTHSC campus operates independently of the Denton campus and all is well on our campus. The misuse of funds on the Denton campus may have adverse effect on their funding and state money allocations but this should not be an issue for the HSC. Dr. Williams has personally contacted the Mayor of Fort Worth, the State Representatives and the Bank Officials that are over the HSC and he has reassured them that this problem is strictly a Denton campus issue and HSC is clear of any misuse of funds problems. Dr. Williams has asked the UNT System to keep this a Denton issue, not to let it filter down and have an adverse effect on the HSC. He said the HSC will continue to be a UNT System “team” player but it will also continue to operate as its own campus, independent of the other campuses that are part of the UNT System.</p> <p>Dr. Williams stated that they are realigning the Strategic Plan to prepare for any collateral damage from the problems in Denton. The current budget will be realigned with the new strategic plan. He also said that should there be a budget or funding issue, and we need additional funding, they would NOT sweep accounts. They would look at accounts and examine unused funds and reallocate them if needed.</p> <p>Dr. Williams asked the Senators that if they heard of any issues in regards to faculty and student recruiting that is stemming from the recent problems, to please let him know so they can work to correct any image issues that arise.</p>		

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, April 11, 2014**

<p>Presidential Remarks with Question and Answers – Dr. Michael Williams (continued)</p>	<p>Dr. Warren asked if Dr. Williams thought there would be any issues in receiving state grant funds/. Dr. Williams said that he did not see this as being an issue but if anyone did see an issue, to please let the President’s office know right away.</p> <p>Dr. Raven asked if there would be an NIH funding issue, again Dr. Williams said that so far, no evidence of any problems and if they did arise, please let his office know immediately.</p> <p>Dr. Raven thanked Dr. Williams for taking the time to keep the Senate informed. Dr. Williams said that he is happy to come to the meetings and provide updates and he will continue to keep the Senate informed. Dr. Williams also asked the Senate that if they had questions or concerns, to please speak out and ask. He does not want faculty to stew over issues and let them become a problem.</p>		
<p>Faculty Senate Code of Ethics – Dr. Joseph Warren, Assistant Professor, GSBS</p>	<p>Dr. Raven stated that due to the behavior of senators in recent meeting, a concern has been voiced about the need for a Code of Ethics for the Faculty Senate. He mentioned that at times there are issues that arise in the senate meetings that affect senators on a personal level. Senators need to use caution when bringing up issues during meetings where there is a conflict of interest. Dr. Raven said he would like to look into the development of a Code of Ethics for the Faculty Senate. Dr. Joseph Warren will address the senate regarding Senate Ethics and developing a document for the Faculty Senate.</p> <p>Dr. Martin stated that a Code of Ethics should be a list of principals on how the senate will act not a list of what they will not do. It needs to be a one page document short and to the point on the acceptable and expected standard of behavior for Faculty Senators. It needs to state how as senators, we will act in a way that honors the UNTHSC Values and Missions statements. Senators should be and need to be acting in a way that brings honor to themselves, their departments, school/college, and UNTHSC.</p> <p>Dr. Dory said that the Senators are professional and there should not be a need for a formal code of ethics. However, if there have been recent unethical behaviors by senate members, then a code of ethics may be needed.</p> <p>Dr. Warren stated that the code of ethics will address items such as the recent conflict of interest issues.</p> <p>Dr. Walters asked if there should be a Code of Conduct not a Conflict of Interest statement.</p> <p>Dr. Raven stated a Code of Ethics will help the senate become value based as stated in the strategic plan.</p> <p>Dr. Gwartz said that the Code of Ethics could be added to the Faculty Senate Bylaws.</p>		

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, April 11, 2014**

Faculty Senate Code of Ethics – Dr. Joseph Warren, Assistant Professor, GSBS (continued)	<p>Dr. Kosmopoulos stated that UNTHSC has a Code of Ethics for all employees.</p> <p>Dr. Martin stressed that the Code of Ethics should not be a laundry list of do and do not. It should be a short list of principals for the senators.</p> <p>Dr Walters asked if the Faculty Senate Code of Ethics would conflict with the UNTHSC Code of Ethics. Dr. Raven said they would be reviewed to be sure that this does not happen.</p> <p>Dr. Warren stated that the Code of Ethics would strictly be a list of how to do jobs as senators representing our school/college.</p> <p>Dr. Raven asked if Dr. Martin would work with Dr. Warren to establish a Code of Ethics for the Faculty Senate. Dr. Martin said he would be happy to help. Dr. Martin said he would welcome Dr. Gwirtz to act as an advisor, to be sure that they are not in conflict with the Faculty Bylaws or Faculty Senate Bylaws.</p>	<p>Dr. Warren will work with Drs. Martin and Gwirtz and have an update for the next senate meeting.</p>	
Update on Faculty Bylaws – Dr. Peter Raven	<p>Dr. Raven said that the recently amended Faculty Bylaws have been sent to the Provost and President for their review and approval. Once they approve the bylaws will be sent to the UNT System Office of General Counsel for final approval.</p> <p>In the March meeting, a motion was not made to approve the Faculty Bylaws so that they could be sent to the Provost for his approval. A motion by email was made by Dr. Barber to approve the Faculty Bylaws as they were read in the March Faculty Senate meeting. This motion was seconded by Dr. Warren. A vote via email was then held and the Bylaws were approved by a majority vote.</p> <ul style="list-style-type: none"> • 19 Votes Received <ul style="list-style-type: none"> ○ Yes – 17 Votes ○ No – 1 Vote ○ Abstain – 1 Vote <p>Dr. Raven stated that any additional suggestions for amendments to the bylaws should be addressed after the current amendments are approved. If we make additional changes at this time, the new revised bylaws would not be in place in time for the new senate implementations to take place.</p>		
New Senate Implementation and Election of New Senate President – Dr. Peter Raven	<p>Dr. Raven said that as was stated in the recent Faculty Assembly, nominations for the new senate need to be done by April 30, 2014. Nominations need to be sent to the Faculty Affairs Office by the end of April. Elections for new senators should then be completed by the end of May. Schools need to send their nominees and elected senator's names to the Faculty Affairs Office as soon as they are completed. Deans are responsible for the election in their school/college. Newly elected senator would serve either a one or two year term. Then all elections held after this year would be for a two year term. This will allow for a staggering of terms. Senators can be elected to and serve two consecutive terms.</p>		

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, April 11, 2014**

<p>New Senate Implementation and Election of New Senate President – Dr. Peter Raven (continued)</p>	<p>The current senate would remain in office until August 31, 2014. The new senate would take office on September 1, 2014 and their first meeting would be on September 12, 2014.</p> <p>Dr. Gwartz asked if the four senators from each school/college can be from the same department. Dr. Raven said yes, this would be acceptable but should be avoided if at all possible.</p> <p>Dr. Walters asked who is responsible for the elections. Dr. Raven stated this is the responsibility of the deans.</p> <p>Dr. Martin stated that the dates for senate elections are mandated in the Faculty Senate Bylaws. He asked if the dates could be pushed out due to the delay in getting the bylaws approved. Dr. Gwartz stated this is acceptable as the change in dates for a one time election is not a substantive change to the bylaws.</p> <p>Motion was made by Dr. Guttmann to move the dates of the Senate elections as follows:</p> <ul style="list-style-type: none"> • Nominations completed by 04/30/2014 • Elections completed by 05/31/2014 • Names to Faculty Affairs Office by 06/15/2014 <p>Dr. Warren seconded this motion and it was carried with a unanimous vote.</p> <p>Dr. Kosmopoulos asked who will notify deans of the required elections. Dr. Gwartz stated she will notify the deans.</p> <p>Dr. Raven mentioned that the deans can reach out to the Office of Strategy and Measurement for their assistance with electronic voting if they want too. This is a recommendation not a requirement.</p>		
<p>Faculty Grievance and Appeal Nominations – Dr. Raven</p>	<p>Dr. Raven stated that there are several members of the FGA Committee whose terms end on August 31, 2014. These need to be filled soon. Each school/college needs to submit nominations to the Faculty Senate for election. Information will be sent to the senators for them to share with their deans so that an election can be held.</p> <p>Dr. Kosmopoulos asked who would get the nominations once they have them. Dr. Gwartz stated that the names of the nominees would go to the Faculty Senate who would then in turn hold the elections.</p>	<p>The Faculty Affairs office will send out information to the senators for the nominations.</p>	

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, April 11, 2014**

Faculty Senate Meeting Attendance – Dr. Raven	Dr. Raven stated that there have been several senators who are repeatedly absent from the senate meetings. Faculty Senate Bylaws, Article III: Membership and Duties, Section F, Item 3 states: “If a senator is absent from three meetings of the Faculty Senate within a senate year (Sept-Aug), the President of the Senate may thereupon immediately declare a vacancy in the membership of the Senate” All senators need attend the regular monthly meeting whenever possible. If you are not able to attend, a suitable alternate should attend in your place. If a senator is elected they are expected to attend and be an active part of the senate. At-large members are expected to attend all meetings as well. Dr. Raven asked that they senators speak with the nominees from their department/school and stress to them the importance of the senate and the role a senator plays. Attendance is very important. The senate is getting more accomplished now that they are working more collaboratively with the administration.		
New Business	Dr. Raven stated that the senate needed to be prepared to elect a new president-elect in the May meeting. This was stipulated in the Faculty Senate Bylaws. After much discussion as to when the election should be held and if it should be postponed due to the election of a new senate it was agreed upon that the election of the president-elect will remain in May. Motion was made by Dr. Guttmann that election of the president-elect remain in May as stated in the bylaws. Dr. Warren seconded this motion. Motion was carried with a unanimous vote.		
Adjournment – Dr. Peter Raven	Meeting was adjourned at 8:51 AM		

These minutes approved for distribution by electronic vote.

Next Faculty Senate Meeting will be on Friday, May 9, 2014 in EAD-719 at 7:30 AM

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, May 9, 2014**

RECORDING: Shay Singleterry

PRESIDING: Amy Moss, DO – Faculty Senate President-Elect

PRESENT: Subhash Aryal, Linda Ball, Robert Barber, Frank DeLeon, Thomas Diver, Harold Fain, Michael Flyzik, Geoffrey Guttmann, Patricia Gwartz, Youcheng Liu, Amy Moss, John Podgore, Scott Walters, Joseph Warren, and Scott Winter

ABSENT: Eric Cheng, Patrick Clay, Marija Djokovic, Sharon Gustowski, Victor Kosmopoulos, Roy Martin, Thaddeus Miller, Katalin Prokai, Peter Raven, Joseph Ronaghan, Yasser Salem, Jerry Simecka, and Robert Wordinger

ALTERNATE: Dr. Liang-Jun Yan for Dr. Eric Cheng

OTHERS PRESENT: Dr. Thomas Yorio

MEETING TIME: 7:30 – 11:00 AM

MEETING LOCATION: EAD-719

Topic/Agenda Item	Discussion/Conclusion	Action/Recommendation
Call to order	Dr. Amy Moss called the meeting to order at 7:35 AM	
Approval of April 2014 Minutes	Dr. Moss announced that because there was not a quorum present, the vote to approve the Minutes for the April Faculty Senate Meeting would have to be done at a later date.	Moved approval of April Minutes to the June Senate Meeting.
Introduction of Alternates	Dr. Liang-Jun Yan for Dr. Eric Cheng	
Commencement Ceremonies – Dr. Thomas Yorio	Dr. Yorio reminded the senate that the commencement ceremonies for all schools/colleges would be on Friday, May 16 or Saturday May 17. There would be one ceremony on Friday and three on Saturday. The ceremonies for this year would be separate for each school/college. In the past they held one combined ceremony. Due to the unavailability of a venue large enough to hold a combined ceremony, they are held separately. Dr. Yorio encouraged all senators to attend the ceremony for the school/college they represent. He also asked that they encourage their colleagues to attend the ceremonies. He stated that these are your students, you have instructed them, mentored them and now you need to show your support of the students, your department, your school and the HSC by attending the ceremony. As faculty we need to show our support and attend the ceremonies.	
Faculty Committees – Dr. Thomas Yorio	<p>Dr. Yorio stated that we have over 150 faculty committees here at UNTHSC. He would like to see this number reduced. He asked that the Faculty Senate create a task force/sub-committee to look into the various Faculty Committees and see which ones can be either condensed/combined or even collapsed. With a faculty count of about 450, there are far too many committees here at the HSC.</p> <p>Dr. Moss stated she would head this task force and asked for volunteers to assist her with this project. Dr. Warren agreed to work on the task force with Dr. Moss.</p>	Drs. Moss and Warren will work on this project and give updates to Dr. Yorio and the Senate in future meetings.

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, May 9, 2014**

<p>UNTHSC Budget – Dr. Thomas Yorio</p>	<p>Dr. Yorio stated that there has been some recent budget changes made and that there will have to be changes to the UNTHSC budget. He hoped that if there are cuts that need to be made, they would be minimal. He stated that some of the reserved SCP funds are to be used to cover shortages in the budget. He also stated that funds that were set aside for hiring would be used for budget shortages.</p> <p>Dr. Yorio stated that the completion of the Professional Building renovations would be dependent on the budget/funding cuts.</p> <p>Dr. Walters asked Dr. Yorio for an update on the investigation going on at UNT-Denton. Dr. Yorio stated that it was an ongoing investigation and audit and they are not sure of the outcome at this time. A lot will depend on how far back they look during their audit. Dr. Yorio does not expect an answer for at least six months.</p> <p>Dr. Walters asked if the MD school will be presented to the next legislative session. Dr. Yorio stated that yes, they are going to ask the state legislature to approve an MD school for the UNTHSC campus.</p> <p>Dr. Guttman asked Dr. Yorio if something could be done about how slow our computers run during the hours of 5:00 – 7:00 PM. Dr. Guttman stated he often works late and after 5:00PM, the system is very slow and makes getting anything done take even longer. Dr. Yorio said he would look into this for Dr. Guttman.</p>	
<p>Faculty Senate Code of Ethics and Conduct – Dr. Joseph Warren, Assistant Professor, GSBS</p>	<p>Dr. Warren said he has been looking at “Code of Ethics” from various other schools, colleges and universities. He presented one to the senate he felt would be a good model to use in created a Code of Ethics and Conduct for the UNTHSC Faculty Senate. He asked the senate to review the document and give their feedback to him. He stated that he would like for the Code of Ethics and Conduct that is developed for and adopted by the UNTHSC Faculty Senate be a one page document. He said it should be principals and guidelines on how as senators we should all act and conduct business. He will be creating an outline and rough draft for review and discussion at future senate meetings.</p> <p>Dr. Moss asked that the senate review the document that Dr. Warren provided and give their feedback to him.</p>	
<p>Election of Faculty Senate President for 2015-2016 – Dr. Amy Moss</p>	<p>Dr. Moss stated that because there was not a quorum present, the election of the Faculty Senate President for the 2015-2016 terms would have to be moved to a later date.</p>	

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, May 9, 2014**

Summer Faculty Assembly – Dr. Amy Moss	Dr. Moss reminded the senate that the next Faculty Assembly will be on Tuesday, June 10 th . She encouraged all senators to attend. She asked the senators to go back to their departments and schools/colleges and encourage their colleagues to attend the assembly. She stated this is a good time to get acquainted with the faculty from other departments and schools/colleges. She also said it was good as senators to use this time to speak to and work on a better working relationship with the Administration team.	
Adjournment – Dr. Amy Moss	Meeting was adjourned at 8:04 AM	

These minutes were approved for distribution by electronic vote.

Next Faculty Senate Meeting will be on Friday, June 13, 2014 in EAD-714 at 7:30 AM

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, June 13, 2014**

RECORDING: Shay Singleterry

MEETING TIME: 7:30 – 11:00 AM

PRESIDING: Peter Raven, PhD – Faculty Senate President

MEETING LOCATION: EAD-714

PRESENT: Subhash Aryal, Linda Ball, Robert Barber, Frank DeLeon, Thomas Diver, Michael Flyzik, Geoffrey Guttman, Patricia Gwartz, Victor Kosmopoulos, Youcheng Liu, Roy Martin, Amy Moss, Katalin Prokai, Peter Raven, Joseph Ronaghan, Scott Walters, Joseph Warren and Scott Winter

ABSENT: Eric Cheng, Patrick Clay, Marija Djokovic, Harold Fain, Sharon Gustowski, Thaddeus Miller, John Podgore, Yasser Salem, Jerry Simecka, and Robert Wordinger

ALTERNATE: Dr. Liang-Jun Yan for Dr. Eric Cheng; Dr. Habiba for Dr. John Podgore; Dr. Wiechmann for Dr. Scott Winter

OTHERS PRESENT: Dr. Thomas Yorio, Dr. Harvey Brenner and Dr. Liam O'Neill

Topic/Agenda Item	Discussion/Conclusion	Action/Recommendation
Call to order	Dr. Peter Raven called the meeting to order at 7:40 AM	
Quorum	Dr. Raven stated that because there was not enough of voting eligible senators present, no voting would take place during this meeting of the Senate.	
Approval of April 2014 Minutes	Dr. Raven announced that because there was not a quorum present, the vote to approve the Minutes for the April Faculty Senate Meeting would have to be done at a later date.	Moved approval of April Minutes to the July Senate Meeting.
Approval of May 2014 Minutes	Dr. Raven announced that because there was not a quorum present, the vote to approve the Minutes for the May Faculty Senate Meeting would have to be done at a later date.	Moved approval of April Minutes to the July Senate Meeting.
Introduction of Alternates	Dr. Liang-Jun Yan for Dr. Eric Cheng, Dr. April Wiechmann for Dr. Scott Winter, and Dr. Habiba for Dr. Scott Winter	
SPH Faculty Evaluation Process – Dr. Harvey Brenner	<p>Dr. Raven stated that all of the schools of the HSC with the exception of the SPH have replaced the IDEA Evaluation system with a simple 8-question evaluation form. The Dean of the SPH does not want to stop using the IDEA tool and wants to add a second evaluation tool to use in conjunction with the IDEA tool. Dr. Raven asked Dr. Brenner to give the senate an update on their development of the SPH evaluation tool.</p> <p>Dr. Brenner stated that three years ago a vote was held to determine if the faculty wanted to continue to use the IDEA tool. All there was a vote held and it was passed with a majority vote of the faculty in all schools to stop using IDEA and move to use the HSC developed evaluation tool. The Provost requested a second vote be held in the SPH to survey their faculty to see if they wanted to stop using IDEA. A poll of the SPH Faculty showed that a majority of those who voted approved the use of the new evaluation tool over the IDEA tool. There is still resistance from SPH administration to stop using IDEA. Dr. Brenner shared the new evaluation tool with the senate and explained it had been reviewed by faculty and student groups. They gave positive reviews of the new evaluation tool. Their input and was used to develop the tool. Dr. Brenner stated that the Dean of SPH has asked the SPH Promotion and Tenure Committee and SPH Department chairs to review the evaluation tool again.</p>	

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, June 13, 2014**

SPH Faculty Evaluation Process – Dr. Harvey Brenner (continued)	Dr. Brenner stated that the Dean of SPH wants to use the IDEA tool and the new evaluation tool. Dr. Ronaghan questioned the need to use two tools at the same time. Dr. Walters, Chair of the SPH Promotion and Tenure committee stated he felt that having the two evaluation tools would be beneficial to the P&T Committee when doing their job. Dr. Raven stated he felt that the Dean of SPH should use the new tool as he agreed. Dr. Yorrio stated comparing the old tool to the new tool is a good idea. Dr. Yorrio is going to talk to the Dean and agree that doing a comparison in the summer is ok but by fall, the SPH needs to use the new tool as previously agreed.	Dr. Raven asked that a representative from SPH continue to provide updates to the senate on this issue. It will be added to future agendas as needed.
Questions and Remarks – Dr. Thomas Yorrio	Dr. Yorrio asked if any of the senators had questions for him. There were not any questions asked of the Provost. Dr. Yorrio stated he hoped all had seen the press release regarding the agreement between JPS and the HSC to work together. He said this was something that was a long time coming and would be of great benefit to the HSC. He stated that all academic appointments would remain as they are currently. There would be a new entity created by this joining and that UNT Health would be going away. He assured the senate that the HSC faculty will remain as is. This will make HSC a true teaching hospital and will include students from all HSC schools/colleges. Dr. Walters asked about the PCC and HSC Clinics. Dr. Yorrio said they are looking at redistributing the clinics. He asked that everyone look at this as the great opportunity that it is for HSC.	
Faculty Senate Code of Ethics and Conduct – Dr. Joseph Warren, Assistant Professor, GSBS	Dr. Warren shared a first draft of a Code of Ethics / Code of Conduct for the senate to review. He asked for their input, comments, questions and concerns. He stated that he would welcome additional help/volunteers to help with the second draft. Dr. Kosmopoulos asked how this differs from the Code of Ethics that is in place for the entire HSC. Dr. Warren stated that this is specifically for the HSC Faculty Senate. It was not any better nor did it have any added benefit other than it would be created to be applicable to the Faculty Senate not all HSC faculty. Dr. Raven stated that with recent issues regarding the senate and conflict of interest issues, a Senate Code of Ethics is needed. Dr. Warren said this is to serve as a Code of Ethics/Conduct and would help ensure the confidentiality of the senate meetings. Dr. Guttmann stated he would like to be on this committee and will help Dr. Warren with the creation of the Code of Ethics/Code of Conduct.	
Election of Faculty Senate President for 2015-2016 – Dr. Raven	After much discussion, it was decided that the new senate should vote on the president for the 2015-2016 term. This election will be held during the September Senate meeting.	

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, June 13, 2014**

New Business	<p>Dr. Gwartz stated that the recent Faculty Bylaw amendments that were sent to UNT General Counsel for approval were not approved and will need to be addressed again by the Bylaw Committee and then presented to the Faculty Senate. She stated that the Bylaw Committee was meeting in coming weeks and would present their findings to the senate in the July senate meeting</p> <p>Dr. Kosmopoulos stated that the nominations for the new faculty senate appear to have been handled poorly by the schools/colleges office of the dean. He recommended this process be reviewed and possibly be removed from the office of the deans and handled through the OSM and electronically. Dr. Raven said this could be discussed at future senate meetings.</p> <p>Dr. Raven stated that the Strategic Planning was coming into the departments to be reviewed and discussed at the faculty/staff level. He encouraged the senators to voice their concerns and asked that they encourage their colleagues to do the same. This is our chance to have voices heard even more by the administration.</p>	
Adjournment – Dr. Peter Raven	Meeting was adjourned at 9:04 AM	

These minutes were approved for distribution by electronic vote.

Next Faculty Senate Meeting will be on Friday, July 11, 2014 in EAD-703 at 7:30 AM

University of North Texas Health Science Center
Faculty Senate Meeting
Friday, July 11, 2014
7:30 – 10:30 AM EAD-703

PRESIDING: Peter Raven

PRESENT: Robert Barber, Patrick Clay, Harold Fain, Michael Flyzik, Geoffrey Guttman, Victor Kosmopoulos, Youcheng Liu, Amy Moss, John Podgore, Peter Raven, Joseph Ronaghan, Scott Walters, and Scott Winter

ABSENT: Subhash Aryal, Linda Ball, Eric Cheng, Frank DeLeon, Thomas Diver, Marija Djokovic, Sharon Gustowski, Roy Martin, Thaddeus Miller, Katalin Prokai, Yasser Salem, Jerry Simecka, Joseph Warren, and Robert Wordinger

ALTERNATE: Liang-Jun Yan for Eric Cheng, Jeff Mott for Thomas Diver, Robert Mallet for Robert Wordinger, Lawrence Cohen for Katalin Prokai, and Bobby Larue for Joseph Warren

GUESTS: Robert Mallet for Patricia Gwirtz, Thomas Yorio, John Harman and Geoffrey Scarpelli

RECORDING: Shay Singleterry

Topic/Agenda Item	Discussion/Conclusion	Action/Recommendation
Call to order	Dr. Raven called the meeting to order at 7:45 AM.	Dr. Raven delayed calling the meeting to order in hopes there would be a quorum present.
Quorum	Dr. Raven mentioned that there was not a quorum present. This meeting would be a discussion of topics only and no formal votes would be held.	
Introduction of Alternates	Liang-Jun Yan for Eric Cheng, Jeff Mott for Thomas Diver, Robert Mallet for Robert Wordinger, Lawrence Cohen for Katalin Prokai, and Bobby Larue for Joseph Warren Dr. Robert Mallet was in attendance to represent the Bylaw Committee on behalf of Dr. Gwirtz.	
Approval of Minutes	There was not a quorum present. Therefore, the vote to approve minutes from the April, May and June Faculty Senate meetings was postponed.	Shay will send out an electronic vote survey for the approval of the minutes.
eThority: A Financial Management Tool - John Harman, Senior Vice President for Finance and CFO with Geoffrey Scarpelli, CBO	Mr. Harman explained the need for access to real-time financial information. eThority is a tool that will provide this to VP's, Deans, Chairs, Managers and other faculty and staff across the UNTHSC campus. Use of the Cognos tool in the past was challenging. eThority has enhanced reporting capabilities and expanded flexibility for reporting. When compared to Cognos, the eThority tool has proved to be a much more customer focused tool that will benefit users on many levels in many areas. Information is updated nightly and most information is current. Some offices on campus have been using eThority for a while and it now being made available to more users across the HSC. If a department needs access or additional training on accessing and using the tool, they can contact Geoffrey Scarpelli and he will get them set up to use the tool and with training. Dr. Yorio stated that all departments should have someone that is familiar with the tool and who has access. Dr. Yorio said that that he would like to see all departments on board and using the tool. Mr. Harman passed out contact information for his office and asked that if anyone had any questions, to please contact his office for help.	Geoffrey Scarpelli stated he would reach out to the department chairs and deans to make sure that there is someone in all areas trained and using the tool. A copy of Mr. Harman's presentation will be attached to these minutes.

University of North Texas Health Science Center
Faculty Senate Meeting
Friday, July 11, 2014
7:30 – 10:30 AM EAD-703

<p>UNTHSC Faculty Bylaw Amendments – First Reading, Dr. Robert Mallet</p>	<p>Dr. Mallet representing the Bylaw Committee and Dr. Gwartz presented the most recent HSC Faculty Bylaw Amendments. There are both substantive and non-substantive changes that will need to be reviewed and voted on in the next senate meeting. These changes were discussed in detail and copies of the changes are attached to these minutes.</p> <p>It was asked why all the back and forth between the Faculty Senate and the UNT System General Counsel’s Office on what they will accept and approve for the amendments. Dr. Clay asked if we could get a clear answer from the Counsel’s office on what they “will” accept so that the back and forth and continual delay of approval can be stopped.</p> <p>In accordance with the Faculty Bylaws, the amendments will be read a second time to the Senate at their August meeting. At this time a vote can be held for approval of the amendments. One area of concern was in the use of the term “institutional” advisor. Dr. Clay asked if “institutional” meant UNT System or UNTHSC. Dr. Yorio stated that “institutional” meant UNTHSC <i>not</i> UNT System. Several senators recommended that the bylaws be changed to state “UNTHSC Institutional” advisor. They also suggested this change be made throughout the entire Bylaw document. Dr. Mallet stated that this would be presented to the Bylaw Committee.</p> <p>Dr. Yorio stressed that approval of these amendments in the August meeting should be a priority for the Senate so that they can go back to the Counsel’s office for their final approval. He encouraged senators to be present and ready to vote at the August meeting. Failure to have a quorum at the next meeting will only delay the process even more. He asked the senators present to please encourage their fellow senators to attend the next meeting so a proper vote could take place. If a senator is not able to attend, please arrange for an alternate to attend and vote in your place.</p>	<p>A copy of the documents detailing the changes (substantive and non-substantive) will be attached to these minutes.</p>
<p>Update on SPH Evaluation Process - Dr. Scott Walters</p>	<p>Dr. Yorio made comments regarding the SPH and their Faculty Evaluation Process:</p> <ul style="list-style-type: none"> • Dr. Yorio stated that regardless of which evaluation tool was used by the SPH, that tool is only good if used to it best abilities. It’s not that tool that used but HOW the tool is used. • Dr. Yorio understood that this biggest complaint about using the IDEA Tool was that it assigned a “numbered score” for evaluation. He feels that the faculty is concentrating on working towards getting the number needed for an acceptable evaluation when they should be focusing on being the best instructor/professor that they can be. It has become a numbers game. • Dr. Yorio has agreed with the SPH that they can wait to do a comparison on the use of the IDEA Evaluation Tool versus the UNTHSC developed CourseEval Tool. He understands they are prepping for accreditation and self-study and this was not a good time to do the comparison study. <p>Dr. Raven stated he disagrees with Dr. Yorio’s decision to allow the delay in the comparison. Dr. Raven believes that Dr. Yorio is allowing SPH a “one-off” situation by not requiring them to honor their previous commitment to use the new tool once the SPH faculty voted to accept the new tool. Dr. Yorio stated this is not a one-off situation in that the SPH is using the eight questions from the CourseEval Tool in conjunction with the IDEA tool. The SPH evaluation tool also uses question specific to their school for evaluation of faculty. Because the eight questions along with other questions are being used, they are in compliance with his request to use the new CourseEval Tool.</p>	<p>Because there was not a quorum present, a formal motion/vote could not be made for Dr. Guttman’s recommendation. The Senate Executive Team will consider this recommendation from Dr. Guttman.</p>

University of North Texas Health Science Center
Faculty Senate Meeting
Friday, July 11, 2014
7:30 – 10:30 AM EAD-703

<p>Update on SPH Evaluation Process - Dr. Scott Walters (continued)</p>	<p>Several Senators stated concern over the continued use of the IDEA tool because it was not designed/developed for Graduate schools. It is a tool that was developed for Undergraduate Schools/Colleges/Universities. It was also mentioned that research has shown that there is not any other Medical school in the U.S. that uses the IDEA tool.</p> <p>Dr. Walters stated that the evaluation tool being used by SPH is a compilation of the eight questions from the CourseEval tool, questions specific to SPH and the IDEA tool. He said with the SPH accreditation site visit coming, this is not the time for the SPH to make changes in their process/procedures. Dr. Walters said that he understood the vote was to adopt the new evaluation tool and not use both, but at this time, SPH was using components of both evaluation tools.</p> <p>Dr. Guttman made a recommendation for the Faculty Senate Executive team to request in writing an explanation from the SPH dean as to why he is refusing to use the only the new CourseEval tool. The dean had previously committed to using the new tool if that was the majority consensus of the SPH faculty.</p> <p>Dr. Raven said there needs to be a compromise so that this matter can be resolved. Dr. Raven said that the Senate Executive team would meet to discuss the next step. He also said that the Senate Executive team would meet with the SPH Dean and the Provost to discuss the SPH faculty's vote on the IDEA system. This matter has been pending long enough and needs to be resolved.</p> <p>Dr. Walters asked if there was another vote held and the majority of SPH faculty voted in favor of using both the CourseEval and IDEA evaluation tools, would the Senate accept this vote and be happy? Dr. Raven stated no, that they needed to use the same tool as the other four school/colleges. There needs to be consistency across the HSC on which tool is used for faculty evaluation.</p> <p>There was a general consensus of the senators at this meeting that a new vote within the SPH should be allowed to determine which tool the SPH faculty wish to use.</p>	<p>Because there was not a quorum present, a formal motion/vote could not be made for Dr. Guttman's recommendation. The Senate Executive Team will consider this recommendation from Dr. Guttman.</p> <p>Dr. Raven will be meeting with the Senate Executive Team to discuss resolution to this situation. He wants closure.</p>
<p>Election of Faculty Senators – Dr. Victor Kosmopoulos</p>	<p>Dr. Kosmopoulos voiced concern over the method used for electing senators from each school/college. Currently nominations are handled through each school/college's deans office. He felt this should be handled differently. It was stated that the current procedure for electing senators was mandated by the UNTHSC Faculty Bylaws and if a change was wanted, needed, warranted, an amendment would have to be proposed for such a change.</p> <p>Shay Singleterry of the Faculty Affairs office stated that she was going to be working with the administrative staff in each of the dean's offices to use Qualtrics to hold electronic votes by anonymous survey and hopefully this would help eliminate any previous problems/concerns.</p>	

University of North Texas Health Science Center
Faculty Senate Meeting
Friday, July 11, 2014
7:30 – 10:30 AM EAD-703

New Business	<ul style="list-style-type: none"> • Dr. Raven stated that it is very important that all senators be in attendance at the next two meetings. Very important votes need to be held and a quorum is needed. • Dr. Guttmann expressed concern over the poor attendance at the most recent senate meetings and failure to have a quorum present for voting/motions, etc. He asked if a change in the requirement for a quorum might be necessary. The quorum requirement is set by the Faculty Senate Bylaws and if a change is to be made, the Senate Bylaws would have to be amended. • Dr. Guttmann expressed his displeasure and the great difficulty he was having receiving his email since the recent migration to the new email system. He asked if others were having problems as well. It was recommended he contact ITS for their assistance. 	<p>Shay will send emails to the Senators to remind them about the importance of attending the meetings.</p> <p>This will be discussed at future meetings.</p>
Adjournment – Dr. Peter Raven	Meeting was adjourned at 9:37 AM.	

The next meeting will be on Friday, August 15, 2014 in EAD-703

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, August 16, 2013**

RECORDING: Chris Mason and Shay Singleterry

MEETING TIME: 7:30 – 11:00 AM

PRESIDING: Joseph Ronaghan

MEETING LOCATION: EAD-719

PRESENT: Aryal Subhash, Linda Ball, Robert Barber, Harvey Brenner, Frank DeLeon, Michael Flyzik, Rong Ma, Roy Martin, Amy Moss, Liam O'Neill, Peter Raven, Jerry Simecka, Scott Walters, Joseph Warren,

ABSENT: Marija Djokovic, Sharon Gustowski, Geoffrey Guttman, Kristine Lykens, John Podgore, Rajibar Sandhu, Scott Winter

ALTERNATE: Michael Bergamini for Victor Kosmopoulos

OTHERS PRESENT: Michael Williams, Thomas Yorio

Topic/Agenda Item	Discussion/Conclusion	Action/Recommendation	RTA/Closed
Call to order	Dr. Ronaghan called the meeting to order.		
Approval of July 2013 Minutes	Dr. Raven made motion to approve July 2013 minutes. Roy Martin seconded motion. <u>Motion carried.</u>	Approved minutes will be posted to the Faculty Senate webpage.	
Introduction of Alternates	Dr. Ronaghan introduced Dr. Michael Bergamini as the alternate for Dr. Victor Kosmopoulos.		
President Williams Comments and Concerns	<p>Dr. Williams announced the Board of Regents is on campus today and that he would be leaving the Faculty Senate meeting early to meet with them. The Board of Regents would be touring the campus and seeing first hand many of the research facilities that we have here at UNTHSC.</p> <p>Dr. Williams mentioned that the Board of Regents also attended a meeting that included faculty and students. The faculty and students told what motivated them and why they had chosen UNTHSC for their careers and continued education. The Board of Regents was moved by the testimonials given by the students. It drove home the need for and importance of UNTHSC as an institute of higher learning.</p> <p>Dr. Williams stated that he felt the July Senate meeting was great. He wants to build trust between him (his office) and the Faculty Senate. He said trust is key in making the Committee and His office work together successfully. He also stated that trust is important in making people (faculty, students, faculty) feel that they are the reason UNTHSC is successful.</p> <p>Dr. Williams is also concerned about the current issues being addressed by the Senate Committee. His operating procedure is to trust the current process in place to resolve any issues before the committee. He will trust that due process has been done to resolve issues and once presented to him, he will review and approve and put into place whatever actions are recommended by the Senate Committee.</p>		

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, August 16, 2013**

Topic/Agenda Item	Discussion/Conclusion	Action/Recommendation	RTA/Closed
President Williams Comments and Concerns (continued)	<p>Dr. Williams said that if he does not agree with recommendations of the Senate Committee, they will not be approved by him.</p> <p>Dr. Williams stated his ultimate concern is that UNTHSC is protected in whatever decisions are made and put into action.</p> <p>Dr. Yorio asked if the Faculty Bylaws Committee reviewed all bylaws or just the Faculty Bylaws. Dr. Williams said that it is the job of the Bylaws committee to review all bylaws within UNTHSC.</p> <p>Dr. Williams stated he wants a team approach to issue resolution.</p>		
Faculty Compensation Plan Guidelines and Bridge Funding Policy	<p>Dr. Yorio was present and discussed the pending changes to the Faculty Compensation Plan and Bridge Funding Policy.</p> <ul style="list-style-type: none"> • Faculty Compensation Plan Guidelines: The plan has pending changes to reflect the addition of the UNT System College of Pharmacy. Throughout the document the terms college(s) and UNT System College of Pharmacy (SCP) has been added. In the section Definition of Compensation Components, Minimum Expected Salary has been explained in detailed. Additional information regarding “Adjustments to Clinical Compensation” under section Designated Salary: Clinical Activities (2a.) has been added to the Plan. The section (3b.) Research Incentive Compensation: Exemplary Research Contributions was also amended. All changes, additions, and amendments have been reviewed and approved by UNT System Legal Department. • Bridge Funding: If faculty has had grant funding for at least five years, they will continue to receive funding for an additional two years if the required criteria has been met and upon completion and approval of the Bridge Funding application. This change does not require approval by The Board of Regents. • Wording regarding research contracts, grants, and “other” funding sources to be looked at and revised. Dr. Yorio will oversee this revision of wording in the policy. • Dr. Yorio would like to see all changes to the Faculty Compensation Plan and Bridge Funding policies approved and in place by September 1, 2013. • NIH caps have been included in the Faculty Compensation Plan. • Appendix B – Faculty Contract Compensation Worksheet to have a line added for “Development Support Funding” • Page 9, Paragraph 2, Sentence 2, should read: <ul style="list-style-type: none"> ○ This incentive compensation requires the extra mural funds release of institution funds. • Research incentive period is a 12-month period covered by grants, regardless of start date. 		

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, August 16, 2013**

Faculty Compensation Plan Guidelines and Bridge Funding Policy (continued)	<p>Motion was made to approve changes to the Faculty Compensation Plan Guidelines and Bridge Funding Policy with discussed revisions by Dr. Simecka. Dr. Raven seconded the motion. <u>Motion carried</u> by unanimous vote of all present.</p>		
Update by Faculty Grievance and Appeal Subcommittee	<p>The Grievance and Appeal Findings Report by the Faculty Grievance and Appeal Subcommittee was reviewed. Dr. Warren recommended these findings be posted to the Faculty Senate website.</p> <p>Dr. Ronaghan agrees with the findings of the Faculty Grievance and Appeal Subcommittee. Their findings are thorough and detailed. He called special attention to Findings: 1, 2, 4, and 7; with Finding 7 carrying the most profound weight.</p> <p>Dr. Ronaghan presented a draft memo to be sent from the Faculty Senate to Dr. Yorio stating their support of the Subcommittee's finding; in which they ask that Dr. Yorio to either nullify the previous G&A Committee action and acceptance of the P&T Committee findings re: Dr. Brenner, or require a new hearing by the G&A Committee after corrections for the identified conflicts as outlined in the subcommittee report.</p> <p>Motion to accept the subcommittee's report/findings and hold for review by Dr. Yorio was made by Dr. Warren. Dr. O'Neill seconded the motion. <u>Motion carried</u> by a majority vote.</p> <p>Motion to accept the draft memo stating that only a majority vote not a unanimous vote of approval of the subcommittee findings to Dr. Yorio was made by Dr. Raven. Dr. Warren seconded the motion. <u>Motion carried</u> by unanimous vote.</p>		
IDEA Evaluation Issues	<p>The School of Public Health (SPH) is the only college/school at the UNTHSC that uses the IDEA Evaluation tool. There are concerns because IDEA was developed for undergraduate education and is not a good tool for the needs of evaluating course directors and teachers at the higher education level. Because student course/teaching evaluations are considered part of the faculty performance for faculty evaluation, this could affect the outcome of the faculty member's evaluation score. A survey of the SPH faculty will be conducted to determine if the IDEA Evaluation tool is liked. If the survey shows that the faculties of the SPH do not want this tool to be used, Dr. Yorio will speak with the Dean of the SPH to decide on using a different tool for evaluation purposes.</p>	Dr. Raven will work with Dr. Fairchild to develop faculty survey questionnaire.	RTA
Tenured Faculty Contract Issues	<p>Current faculty contracts are 1 year contracts. Tenured faculty are given the same annual contracts as non-tenured faculty. Wording should be reviewed for tenured faculty contracts.</p>	Dr. Williams is reviewing.	

**University of North Texas Health Science Center
Faculty Senate Meeting
Friday, August 16, 2013**

Faculty Representation on the Senate	<p>Dr. Raven proposed that the Faculty Senate be structured in a way that all five schools/colleges are equally represented. Each school/college should have 3 or 4 Senators, regardless of the number of departments within each school/college. In the case where one of the Senators is elected as President of the Senate, that school/college would then elect an additional Senator because the President of the Senate is not permitted to vote on Senate issues unless there is a tie. Having the additional Senator would ensure equal voting power in the Senate.</p> <p>Dr. O'Neill agreed that this change would add stability to the Faculty Senate.</p> <p>Dr. Raven stated that these changes would require a change in the Faculty Bylaws. He will work with Dr. Gwartz to have these changes brought before the Faculty Bylaws Committee. Changes should be in place for the 2014-2015 year.</p>		
Increase in Student Tuition Fees	<p>Dr. Warren stated that students were being charged an increased tuition without appropriate advance notification. This was addressed by Dr. Yorio, who stated the matter had been resolved and the Student Affairs had corrected the matter. No further action is required at this time.</p>		
Old/New Business	<p>The Senate Executive Council is meeting with Drs. Yorio and Williams, on Tuesday, September 10th to obtain their approval of the Faculty Senate Bylaws</p>		

Approved for distribution.