

UNIVERSITY OF NORTH TEXAS HEALTH SCIENCE CENTER
FACULTY ASSEMBLY

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

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

Recorded by: Shay Singleterry, Faculty Affairs

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

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

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

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

Minutes approved for distribution.

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

UNIVERSITY OF NORTH TEXAS HEALTH SCIENCE CENTER
FACULTY ASSEMBLY

Meeting Date: Tuesday, December 13, 2016
Time Called to Order: 5:18 P.M.
Time Adjourned: 6:03 P.M.
Meeting Schedule: Held quarterly

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

Recorded by: Shay Singleterry, Faculty Affairs

TOPIC / AGENDA	DISCUSSION	RECOMMENDED ACTION
Call to Order	Dr. Bob Mallet, President of the Faculty Senate, called the assembly to order at 5:18 PM.	
Welcome and Introduction – Dr. Robert Mallet, President, UNTHSC Faculty Senate	Dr. Mallet welcomed the faculty to the assembly. He stated this would be an abbreviated meeting so that they could enjoy the Holiday Reception immediately following the assembly. All those present were encouraged to stay for the reception following the assembly.	
Introduction of New Faculty	Dr. Rusty Reeves, Director - Center for Anatomical Sciences Magdalena Muchlinski, PhD – Associate Professor Scott Maddux, PhD – Assistant Professor	
Campus Update – Dr. Claire Peel, Interim Provost	Dr. Peel thanked everyone for coming and she appreciated the opportunity to provide the following updates to the Assembly: Institute for Patient Safety – Dr. Peel introduced Thomas Diller, MD, MMM, CPE, CMQ as the Executive Director of the Institute for Patient Safety. She looks forward to working with him on getting this institute up and running. There would be more information available at a later date. Faculty Policies & Bylaws – The Faculty Senate has approved the most recent revisions to the UNTHSC Faculty Bylaws & Policies. They will now go to the Office of General Counsel for approval by the legal team. Dr. Peel is going to meet with them after the winter break. Dr. Peel thanked the Faculty Bylaw & Policy Committee and the Faculty Senate for their hard work in getting the Bylaws & Policies revised and approved. Over 60+ hours was spent by both committees working on them. President's Councils – There was an overwhelming response from the faculty expressing interest in being on one of the President's Councils. Over 200 faculty members responded and of these 50 were	

Campus Update – Dr. Claire Peel, Interim Provost (continued)	<p>selected to be on the Councils. The Councils would begin meeting and start working after the winter break. Dr. Peel would share information about the Councils and their work as it becomes available. Faculty Recognition Awards – The criteria and guidelines for the new Faculty Recognition Award program has been finalized and the selection committee was being created. The plan is to have the program implemented and the first awards announced later in the spring at commencement.</p> <p>SCoP Dean’s Retirement – Dr. Myron Jacobson, Dean of the System College of Pharmacy is retiring. There will be a reception on December 19th. The Interim Dean will be Dr. Tina Machu.</p>	
Faculty Survey of Administration-Part I – Dr. Robert Mallet, President, Senate	<p>The Faculty Senate Survey of Administration-Part I was completed back earlier in the fall. There was a robust response to the survey. Over 200 faculty members took the survey. Dr. Mallet presented a summary of the survey information with the assembly. Please see the PowerPoint Presentation for details on the survey summary.</p>	<p>A copy of Dr. Mallet’s presentation is attached to these minutes.</p>
Research & Innovation Update – Dr. Anuja Ghorpade, Interim Vice-President for Research & Innovation	<p>Dr. Ghorpade thanked Dr. Mallet for the opportunity to give an update to the Assembly. Dr. Ghorpade has been the Interim Vice President of Research & Innovation. She is still a faculty member. One of her goals is to retain our faculty members. Below are highlights from Dr. Ghorpade’s PowerPoint Presentation:</p> <p>Division of Research & Innovation includes:</p> <ul style="list-style-type: none"> • Department of Lab Animal Medicine (DLAM) • Office of Grants & Contracts Management (OGCM) • Office of Research Development & Commercialization (ORDC) • Office of Research Compliance (ORC) • Office of the Vice President for Research • Regulatory Committees: <ul style="list-style-type: none"> ○ Federally mandated: Institutional Review Board, Institutional Animal Care and Use Committee, Institutional Biosafety Committee, Radiation Safety, Research Conflict of Interest ○ Other: Research Advisory Council, Research Integrity <p>The 21st Century ‘CURES’ Act passes:</p> <ul style="list-style-type: none"> • By votes of 392 to 26 in the House on Nov. 30 & • 94 to 5 in the Senate a week later! On its way for the president’s signature • Product of three years of work, largely in the House, with former and current officials from the FDA and NIH <ul style="list-style-type: none"> ○ reauthorizes NIH increases for three fiscal years (2018-2020) ○ funds a new NIH Innovation Fund at \$4.8 B over ten fiscal years (2017-2026) to support large-scale NIH initiatives, including Precision Medicine (\$1.455 B); BRAIN Initiative (\$1.511 B); Cancer (\$1.8 B), and clinical research to advance regenerative medicine using adult stem cells (\$30 M). ○ Includes a new “Next Generation of Researchers Initiative” managed out of the Director’s office— although not specifically funded, could result in grant award opportunities for early-stage investigators and reduce the age of first-time awardees. 	<p>A copy of Dr. Ghorpade’s presentation is attached to these minutes.</p>

Research & Innovation Update – Dr. Anuja Ghorpade, Interim Vice-President for Research & Innovation (continued)	<ul style="list-style-type: none"> ○ Improves the loan repayment program. ○ FDA initiatives funded at \$500 M over the same ten-year period. <p>Short-term continuing resolution</p> <ul style="list-style-type: none"> ○ A short-term Continuing Resolution (CR) (H.R. 2028) was passed to prevent a government shutdown and continue funding for federal programs and services until April 28, 2017. ○ Includes Funding for the 21st Century Cures Act of 2016 - \$872 million in funding to boost critical medical research, drug approval, and drug abuse efforts. <p>Budget-planning/cuts Proposed for FY17</p> <ul style="list-style-type: none"> ○ Research Division was cut by 7% as a Non-Academic unit to include proposed cuts in: <ul style="list-style-type: none"> ○ Seed grants/Pilot projects funding ○ Core Equipment Support ○ Travel and Training <p>Priorities – First 100 days</p> <ul style="list-style-type: none"> ○ Know your People / Know your Business <ul style="list-style-type: none"> ○ Individual 1:1 meetings with staff ○ Followed by group meetings for function ○ Division Retreat – September 2016 ○ Monthly division get-togethers ○ Several, hours-long meetings with OGC ○ Identify Key Organizational Issues <ul style="list-style-type: none"> ○ Consistent Communication <ul style="list-style-type: none"> ▪ Within the division, across the institution and with external entities ○ Transparency with Clarity ○ Efficiency with appropriate sense of urgency ○ Strategic Initiatives and Projects <p>Priority Projects</p> <ul style="list-style-type: none"> ○ Establish a unified research office ‘presence’. Teams for: ○ Website Integration <ul style="list-style-type: none"> ○ Brochure ○ Outreach Activities (e.g. Tech Transfer) ○ Training curriculum – New faculty ‘research’ orientation ○ Continuous Improvement ○ Regular Communication <ul style="list-style-type: none"> ○ Acquire an Office of the VPR email account ○ Monthly OGCM Compliance Bulletin and Points of Interest ○ Start Quarterly Newsletter from VPR’s office ○ Request feedback as to what should we Stop, Start, Continue & Improve ○ Enhance awareness for Time & Effort certification and research compliance, Improve processes 	
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Research & Innovation Update – Dr. Anuja Ghorpade, Interim Vice-President for Research & Innovation (continued)	<ul style="list-style-type: none"> ○ Define our role in the new ‘institutes’ model <p>Other Strategic Initiatives</p> <ul style="list-style-type: none"> ○ Aligned with strategic plan 2.2: Expand educational & research programs ○ Community IRB Initiative ○ Cx Precision Medicine ○ LabArchives <p>Community IRB Initiative</p> <ul style="list-style-type: none"> ○ Review by FTI consulting for Health Solutions ○ On-site follow-up with JPS, Acclaim and UNTHSC ○ In-works dialog with TCU ○ Working groups established for structure and governance <p>News & Reminders from Research Division Departments</p> <ul style="list-style-type: none"> ○ Office of Research Compliance <ul style="list-style-type: none"> ○ All human subject research protocols involving human bio-specimens need IBC (BioSafety Committee) approvals. Email notices were sent to investigators along with regular posting in the Daily News. ○ Two Office of Research Compliance staff members were selected for the Leadership “InSpire” program for emerging leaders/managers: <ul style="list-style-type: none"> ○ Amanda Oglesby (starting in January) ○ Itzel Pena Perez (just finishing) ○ Office of Grants & Contracts Management <ul style="list-style-type: none"> ○ In response to an uptick in federal oversight of sponsored project costs, the Division of Research and Innovation has implemented annual mandatory sponsored project compliance training. This training must be attended by all faculty who have been a PI on a sponsored project within the last five years at HSC. Because of the heightened attention in this area, training must be completed by the end of the calendar year. Failure to attend the training may result in restrictions regarding proposal submission, F&A distribution, project set-up and ultimately freezing of current project funding. ○ President’s Council for Research <ul style="list-style-type: none"> ○ Anuja Ghorpade (Interim VPR, Cabinet) ○ Vicki Cannon (Clinical Trials) ○ Yi-Qiang (Eric) Cheng (Pharmaceutical Science, COP) ○ Abe Clark (NTERI, L125) ○ Stuart Flynn (MD School, Dean) ○ Johnny He, (GSBS, HSCFellows) ○ Robert Luedtke (Neuroscience, Faculty Senate) ○ Robert McClain (Res Dev & Comm, HSCFellows) ○ Jennifer Severance (Geriatrics, TCOM) ○ Edgar “Mauricio” Vecino (Internal Medicine, Inspire) 	
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Research & Innovation Update – Dr. Anuja Ghorpade, Interim Vice-President for Research & Innovation (continued)	<ul style="list-style-type: none"> ○ RAD 2017 – 25th anniversary <ul style="list-style-type: none"> ○ Celebrating a quarter century of outstanding science! ○ New partnership with the Library team ○ Tom Lyons RAD 2017 Project Manager ○ RAD committees: ○ Communications, Education, Local Affairs and Hospitality, Judging Coordinators, Abstracts, Sponsorships and Funding ○ Abstract submission opens December 19th, 2016 	
New Business – Dr. Robert Mallet, President, UNTHSC Faculty Senate	The second phase of the Faculty Senate Survey of Administration will be sent out to all faculty members in early spring. Please be sure to participate and encourage your colleagues to do so as well.	
Adjournment	Dr. Mallet thanked everyone for their attendance and reminded them that immediately following the assembly, there is a Holiday Reception being hosted by Dr. Yorio and Dr. Williams. All in attendance were encouraged take this opportunity to get to know more of their colleagues. The Assembly adjourned at 6:03 PM.	

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Next Faculty Assembly will be held on Tuesday, March 14, 2017.

UNIVERSITY OF NORTH TEXAS HEALTH SCIENCE CENTER
FACULTY ASSEMBLY

Meeting Date: Tuesday, May 9, 2017
Time Called to Order: 5:18 P.M.
Time Adjourned: 5:59 P.M.
Meeting Schedule: Held quarterly

Members Present: Assembly open to all UNTHSC faculty members (approximately 75 attended)

Recorded by: Shay Singleterry, Faculty Affairs

TOPIC / AGENDA	DISCUSSION	RECOMMENDED ACTION
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Welcome and Introduction – Dr. Robert Mallet, President, UNTHSC Faculty Senate	Dr. Mallet welcomed the faculty to the assembly. All those present were encouraged to stay for the reception immediately following the assembly.	
Introduction of New Faculty	Dr. Dennis Thombs, Dean – School of Public Health Tracey Bennett, PhD – Associate Professor, Health Behavior & Health Systems, Associate Dean for Academic Affairs – School of Public Health Dr. Kirk Barron, Chair – PA Studies – School of Public Health Kenya Samuels, MPAS, PA-C – Assistant Professor, PA Studies	
What Is Protocol – Mrs. Shea Patterson Young, Special Events Manager, Office of the President	Mrs. Patterson Young spoke to the Assembly about Protocol. Highlights from her presentation: Protocol vs Etiquette? To know the difference is to recognize how the two med together and support each other like the term “art + science”. Protocol “The Science” The official procedure governing affairs of state or diplomatic occasions. The established code of procedure or behavior in any group or organization in a particular situation Etiquette “The Art” The rules and conventions governing correct or polite behavior in society in general, or in a particular social or professional group or situation Protocol School of Washington	

<p>What Is Protocol – Mrs. Shea Patterson Young, Special Events Manager, Office of the President (cont.)</p>	<p>Protocol includes: official usage of names, titles, and forms of address; flags, logos, and gift giving etiquette, order of precedence etc...</p> <p><i>Let's Team Up For Protocol</i></p> <ul style="list-style-type: none"> • I am a member of the International Protocol and Diplomacy Officer's Association and I have completed Protocol Officer Training at the Protocol School in Washington • Their mission: To provide the highest level of collective expertise, training, information, and advice regarding internationally and nationally accepted rules of protocol. <p><i>They are a resource for me. I want to be a resource for you.</i></p> <p>When Do You Need Protocol Help?</p> <p>Anytime You:</p> <ul style="list-style-type: none"> • Have a foreign guest coming to our campus • Are collaborating with foreign universities or businesses • Are planning a trip, for the university, outside the US • Plan to invite elected officials or UNT System regents to an event or to campus • Are planning a high profile event <p>The common behaviors and courtesies here often don't translate to other cultures.</p> <p>What Can I Provide?</p> <p>I can provide you with a protocol sheet for your specific situation including:</p> <ul style="list-style-type: none"> • Appropriate communications • Appropriate dress • Business etiquette • Suggested gifts • Information on tours • A Precedence list <p>My goal is to give you the tools to create a successful and memorable experience for our guests.</p> <p>Do We Kiss, Bow, or Shake Hands?</p> <p>Appropriate Communication: Titles, Greeting, Written Communication</p> <ul style="list-style-type: none"> • What is the Name order? Given name, Last name, Patronymic name • Who is introduced first? • The Honorable John Smith is just for written communication. Say Senator Smith in conversation. • Is a former Mayor still called "Mayor"? What about a former Senator? <p>Persons with more than one title- Who are they to you at that moment, in what capacity are they participating?</p> <p>Appropriate Dress & Business Etiquette</p> <ul style="list-style-type: none"> • I can research business practices to help our partnerships be successful. 	
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<p>What Is Protocol – Mrs. Shea Patterson Young, Special Events Manager, Office of the President (cont.)</p>	<ul style="list-style-type: none"> • Some cultures are more formal in attire: In Jordan, women should wear skirts below their knees and shirt sleeves below elbows. • In Jordan men and woman do not sit next to each other in meetings, unless it is your spouse. The seat closest to the door is for the person with the least ranking, and farthest from the door has the highest ranking. • In China, the person with the highest status should enter the room first. • In the US, the guest of honor should be on the host's right. <p>What is a Precedence List?</p> <ul style="list-style-type: none"> • It is basically a hierarchy which determines level of courtesy, <ul style="list-style-type: none"> - When people are introduced, title for Introduction - Dining -who gets served first, where are they seated? - Who gets gifts and what type? • Examples of US precedence: <ul style="list-style-type: none"> - Elected officials over appointed over civil servants - A US ambassador at post is higher than when he is in US - Mayor of FW is higher in Fort Worth, her precedence is lower when out of town <p>Why Does It Matter?</p> <ul style="list-style-type: none"> • Ultimately it is about respect and honor. • We may be offending people accidentally. People take pride in their status, their title, their accomplishments and their culture. • The experiences we create can make or break partnerships. • Providing the right environment to do business is our responsibility. We do this by being informed, considerate and thoughtful. <p>If We Are Informed – We Are Empowered</p> <ul style="list-style-type: none"> • Each new guest is an opportunity to highlight all the things that make us proud to be part of the UNTHSC team and part of the community of Fort Worth. We are the Team of Choice and the City of Cowboys and Culture; let's show it off. • Let me provide you the tools to foster professional relationships and create memorable experiences through cultural understanding, communication and respect. <p>If you have questions or need assistance, please contact Mrs. Patterson Young: Shea Patterson Young – EAD-840 817-735-0301 Shea.pattersonyoung@unthsc.edu</p>	
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<p>Campus Update – Dr. Claire Peel, Interim Provost</p>	<p>Dr. Peel thanked everyone for coming and she appreciated the opportunity to provide the following updates to the Assembly:</p> <p>Institute for Patient Safety – Dr. Peel introduced Thomas Diller, MD, MMM, CPE, CMQ as the Executive Director of the Institute for Patient Safety. She looks forward to working with him on getting this institute up and running. There would be more information available at a later date.</p> <p>Faculty Policies & Bylaws – The Faculty Senate has approved the most recent revisions to the UNTHSC Faculty Bylaws & Policies. They will now go to the Office of General Counsel for approval by the legal team. Dr. Peel is going to meet with them after the winter break. Dr. Peel thanked the Faculty Bylaw & Policy Committee and the Faculty Senate for their hard work in getting the Bylaws & Policies revised and approved. Over 60+ hours was spent by both committees working on them.</p> <p>President’s Councils – There was an overwhelming response from the faculty expressing interest in being on one of the President’s Councils. Over 200 faculty members responded and of these 50 were selected to be on the Councils. The Councils would begin meeting and start working after the winter break. Dr. Peel would share information about the Councils and their work as it becomes available.</p> <p>Faculty Recognition Awards – The criteria and guidelines for the new Faculty Recognition Award program has been finalized and the selection committee was being created. The plan is to have the program implemented and the first awards announced later in the spring at commencement.</p> <p>SCoP Dean’s Retirement – Dr. Myron Jacobson, Dean of the System College of Pharmacy is retiring. There will be a reception on December 19th. The Interim Dean will be Dr. Tina Machu.</p>	
<p>Faculty Survey of Administration-Part I – Dr. Robert Mallet, President, Senate</p>	<p>The Faculty Senate Survey of Administration-Part I was completed back earlier in the fall. There was a robust response to the survey. Over 200 faculty members took the survey. Dr. Mallet presented a summary of the survey information with the assembly. Please see the PowerPoint Presentation for details on the survey summary.</p>	<p>A copy of Dr. Mallet’s presentation is attached to these minutes.</p>

Research & Innovation Update – Dr. Anuja Ghorpade, Interim Vice-President for Research & Innovation	<p>Dr. Ghorpade thanked Dr. Mallet for the opportunity to give an update to the Assembly. Dr. Ghorpade has been the Interim Vice President of Research & Innovation. She is still a faculty member. One of her goals is to retain our faculty members. Below are highlights from Dr. Ghorpade’s PowerPoint Presentation:</p> <p>Division of Research & Innovation includes:</p> <ul style="list-style-type: none"> • Department of Lab Animal Medicine (DLAM) • Office of Grants & Contracts Management (OGCM) • Office of Research Development & Commercialization (ORDC) • Office of Research Compliance (ORC) • Office of the Vice President for Research • Regulatory Committees: <ul style="list-style-type: none"> ○ Federally mandated: Institutional Review Board, Institutional Animal Care and Use Committee, Institutional Biosafety Committee, Radiation Safety, Research Conflict of Interest ○ Other: Research Advisory Council, Research Integrity <p>The 21st Century ‘CURES’ Act passes:</p> <ul style="list-style-type: none"> • By votes of 392 to 26 in the House on Nov. 30 & • 94 to 5 in the Senate a week later! On its way for the president’s signature • Product of three years of work, largely in the House, with former and current officials from the FDA and NIH <ul style="list-style-type: none"> ○ reauthorizes NIH increases for three fiscal years (2018-2020) ○ funds a new NIH Innovation Fund at \$4.8 B over ten fiscal years (2017-2026) to support large-scale NIH initiatives, including Precision Medicine (\$1.455 B); BRAIN Initiative (\$1.511 B); Cancer (\$1.8 B), and clinical research to advance regenerative medicine using adult stem cells (\$30 M). ○ Includes a new “Next Generation of Researchers Initiative” managed out of the Director’s office— although not specifically funded, could result in grant award opportunities for early-stage investigators and reduce the age of first-time awardees. 	<p>A copy of Dr. Ghorpade’s presentation is attached to these minutes.</p>
Research & Innovation Update – Dr. Anuja Ghorpade, Interim Vice-President for Research & Innovation (continued)	<ul style="list-style-type: none"> ○ Improves the loan repayment program. ○ FDA initiatives funded at \$500 M over the same ten-year period. <p>Short-term continuing resolution</p> <ul style="list-style-type: none"> ○ A short-term Continuing Resolution (CR) (H.R. 2028) was passed to prevent a government shutdown and continue funding for federal programs and services until April 28, 2017. ○ Includes Funding for the 21st Century Cures Act of 2016 - \$872 million in funding to boost critical medical research, drug approval, and drug abuse efforts. <p>Budget-planning/cuts Proposed for FY17</p> <ul style="list-style-type: none"> ○ Research Division was cut by 7% as a Non-Academic unit to include proposed cuts in: <ul style="list-style-type: none"> ○ Seed grants/Pilot projects funding 	

<p>Research & Innovation Update – Dr. Anuja Ghorpade, Interim Vice-President for Research & Innovation (continued)</p>	<ul style="list-style-type: none"> ○ Core Equipment Support ○ Travel and Training <p>Priorities – First 100 days</p> <ul style="list-style-type: none"> ○ Know your People / Know your Business <ul style="list-style-type: none"> ○ Individual 1:1 meetings with staff ○ Followed by group meetings for function ○ Division Retreat – September 2016 ○ Monthly division get-togethers ○ Several, hours-long meetings with OGC ○ Identify Key Organizational Issues <ul style="list-style-type: none"> ○ Consistent Communication <ul style="list-style-type: none"> ▪ Within the division, across the institution and with external entities ○ Transparency with Clarity ○ Efficiency with appropriate sense of urgency ○ Strategic Initiatives and Projects <p>Priority Projects</p> <ul style="list-style-type: none"> ○ Establish a unified research office ‘presence’. Teams for: ○ Website Integration <ul style="list-style-type: none"> ○ Brochure ○ Outreach Activities (e.g. Tech Transfer) ○ Training curriculum – New faculty ‘research’ orientation ○ Continuous Improvement ○ Regular Communication <ul style="list-style-type: none"> ○ Acquire an Office of the VPR email account ○ Monthly OGCM Compliance Bulletin and Points of Interest ○ Start Quarterly Newsletter from VPR’s office ○ Request feedback as to what should we Stop, Start, Continue & Improve ○ Enhance awareness for Time & Effort certification and research compliance, Improve processes ○ Define our role in the new ‘institutes’ model <p>Other Strategic Initiatives</p> <ul style="list-style-type: none"> ○ Aligned with strategic plan 2.2: Expand educational & research programs ○ Community IRB Initiative ○ Cx Precision Medicine ○ LabArchives <p>Community IRB Initiative</p> <ul style="list-style-type: none"> ○ Review by FTI consulting for Health Solutions ○ On-site follow-up with JPS, Acclaim and UNTHSC ○ In-works dialog with TCU ○ Working groups established for structure and governance 	
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<p>Research & Innovation Update – Dr. Anuja Ghorpade, Interim Vice-President for Research & Innovation (continued)</p>	<p>News & Reminders from Research Division Departments</p> <ul style="list-style-type: none"> ○ Office of Research Compliance <ul style="list-style-type: none"> ○ All human subject research protocols involving human bio-specimens need IBC (BioSafety Committee) approvals. Email notices were sent to investigators along with regular posting in the Daily News. ○ Two Office of Research Compliance staff members were selected for the Leadership “InSpire” program for emerging leaders/managers: <ul style="list-style-type: none"> ○ Amanda Oglesby (starting in January) ○ Itzel Pena Perez (just finishing) ○ Office of Grants & Contracts Management <ul style="list-style-type: none"> ○ In response to an uptick in federal oversight of sponsored project costs, the Division of Research and Innovation has implemented annual mandatory sponsored project compliance training. This training must be attended by all faculty who have been a PI on a sponsored project within the last five years at HSC. Because of the heightened attention in this area, training must be completed by the end of the calendar year. Failure to attend the training may result in restrictions regarding proposal submission, F&A distribution, project set-up and ultimately freezing of current project funding. ○ President’s Council for Research <ul style="list-style-type: none"> ○ Anuja Ghorpade (Interim VPR, Cabinet) ○ Vicki Cannon (Clinical Trials) ○ Yi-Qiang (Eric) Cheng (Pharmaceutical Science, COP) ○ Abe Clark (NTERI, L125) ○ Stuart Flynn (MD School, Dean) ○ Johnny He, (GSBS, HSCFellows) ○ Robert Luedtke (Neuroscience, Faculty Senate) ○ Robert McClain (Res Dev & Comm, HSCFellows) ○ Jennifer Severance (Geriatrics, TCOM) ○ Edgar “Mauricio” Vecino (Internal Medicine, Inspire) ○ RAD 2017 – 25th anniversary <ul style="list-style-type: none"> ○ Celebrating a quarter century of outstanding science! ○ New partnership with the Library team ○ Tom Lyons RAD 2017 Project Manager ○ RAD committees: ○ Communications, Education, Local Affairs and Hospitality, Judging Coordinators, Abstracts, Sponsorships and Funding ○ Abstract submission opens December 19th, 2016 	
<p>New Business – Dr. Robert Mallet,</p>	<p>The second phase of the Faculty Senate Survey of Administration will be sent out to all faculty members in early spring. Please be sure to participate and encourage your colleagues to do so as well.</p>	

President, UNTHSC Faculty Senate		
Adjournment	Dr. Mallet thanked everyone for their attendance and reminded them that immediately following the assembly, there is a Holiday Reception being hosted by Dr. Yorio and Dr. Williams. All in attendance were encouraged take this opportunity to get to know more of their colleagues. The Assembly adjourned at 6:03 PM.	

Minutes approved for distribution.

Next Faculty Assembly will be held on Tuesday, September 12, 2017.