

KANSAS CITY UNIVERSITY OF MEDICINE AND BIOSCIENCES

Minutes of the Meeting of the Faculty Senate

Tuesday, June 11, 2013

Call to Order

A meeting of the Faculty Senate was held on Tuesday, June 11, 2013 at 12:00 p.m. in the Administration Building, room 224.

Present: W. Joshua Cox, D.O. – President
Diane Karius, Ph.D. – President - Elect
Agbas Abdulbaki, Ph.D.
Marshall Andersen, Ph.D.
Gary Ballam, Ph.D.
Amy DeBaets, Ph.D.
Marilyn DeGeus, M.A., M.L.S.
Frank Fitzpatrick, Ph.D.
Edward Friedlander, M.D.
Eduardo Garcia, M.D.
Steven Gustafson, D.O.
Elizabeth McClain, Ph.D.
Rance McClain, D.O.
John Taylor, Ph.D.
Tracey Taylor, Ph.D.
Kevin Treffer, D.O.
Jason Wasserman, Ph.D.
Barth Wright, Ph.D.
Asma Zaidi, Ph.D.

Excused: Larry Segars, Pharm.D., Dr.P.H.
Pam Thomas, Ph.D.

Also in Attendance: Gwen Dodd, Minutes Recorder

Welcome

Dr. Cox thanked the senate for electing him and allowing him to serve as senate president.

Provost Council Report

Dr. Cox reported the Rank and Promotion document had been presented to administration and there had been no response.

The most recent meeting had been cancelled. As the newly elected senate president, Dr. Karius will attend the next scheduled provost council meeting.

University Committee Recommendations

Senate officers and representatives met with Shari Poindexter to provide suggestions for committee assignments. The Committee on Committees also provided administration with their input, with administration having the final decision on assignment. Committees will be smaller with their structure altered to address specific criteria. Individual faculty requirements for committee assignment are determined by the Service

allocation of their contract.

Approval of
Minutes

Motion was made to approve the May minutes. Motion was seconded and approved.

Rank and
Promotion
Member
Nominations

Dr. Cox turned the meeting over to Dr. Karius who reported that multiple nominations had been received for membership on the Rank and Promotion Committee. An electronic vote would be conducted, resulting in the nomination of 4 members with the administrative rank of Associate Professor or higher and administrative rank no higher than department Chair. The committee Chair & Vice-Chair positions will be determined at a later date.

Sub-Committee
Reports

AFE Document – The committee is scheduled to meet in 2 weeks, nothing to report.

Rank and Promotion – As previously reported, there has been no response from administration.

Faculty Handbook – On hold, will report at the next meeting. Seft Hunter has joined the committee.

Senate Funds – No new business. As always, suggestions are welcome. Discussion.

Other Business

The Travel Policy seems to have reverted back to requiring meal receipts. Discussion. Dr. Karius was asked to approach administration requesting explanation of the changes to travel policy.

Motion

Motion was made there be clarification of the policy, explaining the changes and reducing roadblocks in utilization of the new policy, and noted that meals provided by pharmaceutical companies not count toward the conference provided meals. Motion was seconded and approved.

Other Business
(continued)

Faculty was reminded of the Clinical Key database demonstration by Elsevier in the SEP atrium June 12.

Adjournment

The meeting adjourned at 12:59 p.m.

Minutes submitted by: Gwen Dodd

Minutes approved by: W. Joshua Cox, D.O., FACOFP
and Diane Karius, Ph.D.

KANSAS CITY UNIVERSITY OF MEDICINE AND BIOSCIENCES

Minutes of the Meeting of the Faculty Senate

Tuesday, May 7, 2013

Call to Order

A meeting of the Faculty Senate was held on Tuesday, May 7, 2013 at 12:00 p.m. in the Administration Building, room 224.

Present: W. Joshua Cox, D.O. – President
Agbas Abdulbaki, Ph.D.
Marshall Andersen, Ph.D.
Gary Ballam, Ph.D.
Amy DeBaets, Ph.D.
Frank Fitzpatrick, Ph.D.
Steven Gustafson, D.O.
Kevin Hubbard, D.O. (by phone)
Diane Karius, Ph.D.
Carol Kirila, D.O. (by phone)
Richard Magie, D.O.
Rance McClain, D.O.
David Moller, Ph.D.
Ray Newman, D.O. (by phone)
Richard Ogden, D.O.
Sarah Parrott, D.O. (by phone)
Larry Segars, Pharm.D., Dr.P.H.
Norbert Seidler, Ph.D.
Robert Stephens, Ph.D.
John Taylor, Ph.D.
Tracey Taylor, Ph.D.
Jason Wasserman, Ph.D.
Barth Wright, Ph.D.
Kristin Wright, Ph.D.
Asma Zaidi, Ph.D.

Excused: Marilyn DeGeus, M.A., M.L.S.
G. Michael Johnston, D.O.
Pam Thomas, Ph.D.

Also in Attendance: Gwen Dodd, Minutes Recorder

Welcome

Kris Koenemann, on behalf of the Class of 2015, thanked the faculty for their support and for providing their education by having lunch provided at the meeting.

Minutes

Motion was made to approve the April minutes. Motion was seconded and approved.

New Officers

Dr. Cox announced and congratulated the newly elected senate officers:

President-Elect: Kevin Hubbard
Representative: Frank Fitzpatrick

Provost
Council Report

Faculty Handbook - The sub-committee on the sabbatical policy has administration's approval to move forward on drafting of the policy, with the following suggestions:

- Reference the sabbatical policies of other institutions
- Emphasize the expectation that a faculty member will return from their sabbatical with commitment to continue employment
- Provide flexibility in the length of sabbaticals

Faculty Evaluations – Administration is receptive to the 9-point comments document submitted by the senate, although there has been no formal response. Dr. Cox suggested the sub-committee reconvene and include associate deans in the meeting in order to move forward with the AFE. The full document will be resubmitted to administration. Discussion.

Motion

Motion was made the sub-committee meet with Drs. Adkison, Dougherty, White and Glaros to rework the AFE document and the 9-point comments document. The finalized document will then be submitted to administration. Motion was seconded and approved.

Faculty Evaluations (continued) – The sub-committee members are Drs. Magie, R. McClain, Karius, Segars, Zaidi, and White. Dr. Magie will chair the sub-committee and Dr. Segars will coordinate scheduling the meetings.

IT Discussion

Skype is being looked into for communication with the clinic for future senate meetings. Other options include continued teleconference vs mediasite live streaming.

Leadership
Invitation

There was suggestion that an administrative representative be given the opportunity and invitation to update the senate bi-annually. Discussion.

Motion

Motion was made the senate be given bi-annual administrative updates. Motion was seconded and approved, with 1 abstaining.

Committee
Reports

Discussion began on having committee reports at senate meetings.

Motion

A suggestion was made to have minutes of various committees available at senate meetings.
Motion was made for Dr. Cox to collect and send a list of all KCUMB committees to faculty for ranking of the top 5 committees that the faculty wanted to receive a report from.
Motion was seconded and approved.
Further discussion:
Committee communication could consist of making minutes available for Senate review, vs written reports, vs actual presentations to the Senate
Discussion to continue at June senate meeting.

Senate Officer
Terms

A review/update of the Faculty Senate By-Laws will be an agenda item at the June meeting.

Sub-
Committee
Reports

Rank & Promotion – Dr. Karius reported the sub-committee had met and reviewed the changes that were made to the document. The sub-committee took the R&P guidelines that Senate previously approved, and edited it to address the comments made by the academic council.

Motion

Motion was made to vote on the document as it stands to accept changes made by the sub-committee. Discussion. Motion was seconded and approved.

Adjournment

The meeting adjourned at 12:59 p.m.

Minutes submitted by: Gwen Dodd

Minutes approved by: W. Joshua Cox, D.O., FACOFFP

KANSAS CITY UNIVERSITY OF MEDICINE AND BIOSCIENCES

Minutes of the Meeting of the Faculty Senate

Tuesday, April 2, 2013

Call to Order

A meeting of the Faculty Senate was held on Tuesday, April 2, 2013 at 12:00 p.m. in the Administration Building, room 224.

Present: W. Joshua Cox, D.O. – President
Marshall Andersen, Ph.D.
Gary Ballam, Ph.D.
Amy DeBaets, Ph.D.
Marilyn DeGeus, M.A., M.L.S.
Ed Friedlander, M.D.
Eduardo Garcia, M.D.
Steven Gustafson, D.O.
Kevin Hubbard, D.O.
G. Michael Johnston, D.O.
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Eugene Konorev, M.D., Ph.D.
Elizabeth McClain, Ph.D.
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Larry Segars, Pharm.D., Dr.P.H.
Norbert Seidler, Ph.D.
John Taylor, Ph.D.
Tracey Taylor, Ph.D.
Pam Thomas, Ph.D.
Kevin Treffer, D.O.
Jason Wasserman, Ph.D.

Excused: Gautam Desai, D.O.
Sherri Howell, D.O.
Carol Kirila, D.O.
Richard Magie, D.O.
Sarah Parrott, D.O.
Yelena Pinzur, D.O.

Also in Attendance: Gwen Dodd, Minutes Recorder

Welcome

Dr. Cox welcomed faculty to the meeting and noted the following:

Dr. Cox was approached by Student Affairs stating the Class of 2015 would like to formally thank faculty for providing their education by providing food/snacks. Dr. Cox presented the dates for the upcoming Senate meetings to Student Affairs.

Dr. Cox also proposed spending Faculty Senate Funds to provide lunch at senate meetings for special occasions.

The next senate meeting will be May 7th. Due to scheduling conflicts, the June meeting will be on the 11th instead of during the first week of the month.

Minutes

Motion was made to approve the March minutes. Motion was seconded and approved with 1 abstaining.

Minutes of the February meeting were approved by electronic vote due to lack of quorum at the March meeting.

Provost Council Report

Faculty Evaluation Process – Dr. Cox reviewed the ongoing effort to create an evaluation document that faculty are comfortable with and administration approves. Due to this ongoing effort, Human Resources sent notification last week that the PMEP document will be used for this year’s faculty evaluations.

Department Names Discussion

Faculty Senates’ approval of the 2 department name changes was presented and approved at Provost Council. The Department of Family Medicine will now be the Department of Family and Community Medicine, and once created, the new clinical osteopathic department will be named the Department of Osteopathic Manipulative Medicine.

Note: Dr. Seidler expressed interest in changing the Biochemistry department’s name to the Department of Biochemistry and Molecular Biology and will send Dr. Cox a formal request for vote at the May senate meeting.

New Officers/Representatives Elections

Dr. Karius will start her term as senate president in June and will begin the transition by joining Dr. Cox at Provost Council meetings. Nominations for president-elect and one representative will be gathered for vote at the May meeting. Dr. Cox reminded the faculty that Provost Council is receptive to senate concerns and to utilize their senate representatives.

Sub-Committee Reports

AFE Document – Dr. Segars reported the Faculty Comments document will be condensed to 6-8 ‘big ticket issues’. He indicated that this would be done in time for Dr. Cox to present the document at next week’s Provost Council. Discussion.

Rank & Promotion Guidelines Document – Dr. Karius reported the sub-committee is very close to completion in addressing the comments/concerns from Provost council and should have it back to Senate for approval prior to Dr. Cox presenting the document again at next week’s Provost Council.

Nominations from Senate for Rank & Promotion committee members will be requested electronically and presented for vote at the June senate meeting.

Faculty Handbook – Dr. Elizabeth McClain reported she, Dr. Tracey Taylor, and Dr. Hubbard have completed their work on the handbook, with

the exception of the sabbatical section, for which they have drafted suggestions as there is no process in effect at this time.

Motion

Motion for senate approval to create template/guidelines for sabbatical policy. This will have to be done without reviewing a current application as one could not be found in Human Resources or Provost office. Motion was seconded and approved.

Faculty Handbook (continued) – Dr. Elizabeth McClain, Dr. Hubbard, and Seft Hunter, with IT support, will serve to create a template/guidelines and process with clear instructions on sabbatical eligibility and application requirements.

Senate Funds – Dr. John Taylor reported initial training on the iPad will be provided by office of institutional effectiveness. The senate discussed using senate funds for an iPad instructional lunch retreat. Dr. Segars noted Dr. Hahn's attendance at the April 1st Basic Science Chairs meeting and discussion of current institutions with tablet based curriculum already in place. Discussion regarding asking one of these institutions to present in a show & tell fashion, with funding of the instruction to come from either Faculty Senate or Institutional Effectiveness.

Motion

Motion was made the Office of Institutional Effectiveness work with the Dean's office to bring in a representative from an institution currently delivering tabled based curriculum. Motion was seconded and approved.

Other Business

Honors & Awards Banquet – Dr. Tracey Taylor, Chair of the Honors & Awards Committee, reported the Graduation Committee is planning a plated dinner for this year's banquet. The students appreciate faculty and staff attendance at the banquet and would like more interaction. Faculty were asked to fill in odd seats at the dining tables of students and their families. Attendance is strongly encouraged.

Presidential Search – Dr. Cox reported the search process is moving along as scheduled and it remains a reasonable expectation to have a candidate identified by the Board of Trustees by this next academic year.

Adjournment

The meeting adjourned at 1:00 p.m.

Minutes submitted by: Gwen Dodd

Minutes approved by: W. Joshua Cox, D.O., FACOFF

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