



University Faculty Council

Meeting: Tuesday, September 5, 2023 - 4:00-5:30 PM

Location: G204 | <https://neomed.zoom.us/j/93232446550?pwd=UE9WRy94WDRZbTBhVIZBvzJxYk9lQT09;>

ZOOM Information: Connection time 3:55 PM

<https://neomed.zoom.us/j/97362108510?pwd=VTVXUkFIY1J5RExKS3hqWUVpOTJXQT09;>

Or Telephone: +1 312 626 6799 (US Toll); +1 646 876 9923 (US Toll)

Meeting ID: 973 6210 8510 | Password:609086

Members (attendees in bold): Jeffrey Mellott (chair), Petrea Cober (vice-chair), Timothy Barreiro, Natalie Bonfine, Yeong-Renn Chen, Angelo DeLucia, Lukas Everly, Sheila Fleming, Alex Galazyuk, Stacey Gardner-Buckshaw, Kristen Knepp, Yong Lu, Erica Stovsky, Xinwen Wang, Taylor Watson, Liya Yin

Invited Guests: Members of UFC Faculty Workload Task Force

Speakers: Christine Crish, Ph.D.

Administrative Support: Deborah Loyet

4:00 p.m.- 4:05 p.m.	1	Welcome <i>Jeff Mellott, PhD, Chair, University Faculty Council</i>	Dr. Mellot opened the meeting and introduced new member Dr. Xinwen Wang from the Department of Pharmaceutical Sciences.
	2	Approve previous UFC minutes (8.1.2023) <i>(Approved minutes located on NEOMED website)</i>	Dr. Delucia moved to approve the minutes; Dr. Galazyuk seconded. The minutes were approved.
OLD ACTION ITEMS (from previous meetings)			
4:10 p.m.- 4:15 p.m.	3	Executive Management Team Notes Executive Management Team Fall 2023 meeting sign ups	Dr. Mellott reminded members to sign up for open slots to cover EMT meetings using the link provided at left.
	4	Ohio Faculty Council Update <i>Petrea Cober, Pharm.D., Vice-Chair, University Faculty Council</i>	Dr. Cober provided an update on the August Ohio Faculty Council (OFC) meeting, which focused on financial struggles and enrollment issues facing higher education this year. She reported that NEOMED is working on a workload policy which drew several questions and interest

			<p>from other universities. It appeared that other universities will have to review their policies based on pending legislation.</p> <p>Dr. Cober shared that the September 22 meeting of the OFC will take place in person in Columbus at Ohio State University. It appears that the agenda will focus on mental health and Natalie Bonfine is the invited speaker who will be presenting. If other faculty would like to attend in September, Dr. Cober can provide additional information.</p>
4:15 p.m.- 4:20 p.m.	5	<p>UFC Committee Representation Updates <i>Jeff Mellott, Ph.D., Chair, University Faculty Council</i></p>	<p>Dr. Mellott shared who the reps are for UFC are on various standing committees of the university.</p> <p>Jeff Wenstrup represents UFC on the University Bylaws Committee and reported there are changes to University Faculty Bylaws to incorporate Provost in place of VPAA; post-tenure review may also be reviewed based on the workload policy.</p> <p>The chair (or vice chair) of UFC is asked to sit on the College of Medicine’s Dean’s Leadership Group. Dr. Mellott reported that there is a lot of ongoing work with the COM bylaws by this group. Also, student initiatives are at forefront of COM administration’s priorities right now.</p> <p>Dr. Natalie Bonfine serves on the Academic Management Partnership (AMP) committee. The Semester Credit Hour Policy is being reviewed as part of a normal cycle of reviews and it is a compatible policy with the new Workload Policy. The Space Scheduling Policy is also being reviewed. Please contact Dr. Bonfine if you have experienced issues; other issues are technology in the classroom and other concerns.</p> <p>Dr. Mellott asked what the disconnect is between academic spaces and the space inventory by the committee led by Mary Taylor. EMT seems to feel that space is absolutely not an issue. So, there needs to be a connection. Dr. Bonfine will communicate this back to AMP.</p> <p>Dr. Cober said the issues she has observed is with what is deemed as “premium” space.</p>
		DISCUSSION ITEMS—NEW & FOLLOW-UP	
4:20 p.m.- 4.25 p.m.	6	<p>Board of Trustees update <i>Patrick Gallegos, Pharm.D., Associate Professor Pharmacy Practice</i></p>	Not available

<p>4:25 p.m.- 5:25 p.m.</p>	<p>7</p>	<p>Faculty Workload Policy Task Force Update <i>Christine Crish, Ph.D., Chair, Faculty Workload Policy Task Force</i></p>	<p>Dr. Mellott introduced Dr. Christine Crish, from Pharmaceutical Sciences, and the members in attendance of the UFC Faculty Workload Policy Task Force.</p> <p>Dr Crish explained that the purpose of the Task Force (TF) is to advise the Provost on activities missing from the draft workload policy document. She noted that faculty were not invited to comment on credit allocations, etc.</p> <p>The TF met twice thus far and worked on preparing a number of critical questions arising from the document to address with Provost Faison in a meeting that took place today, and also to begin generating an activity list of things we do as faculty that we would like to get credit for. The TF deadline is Sept. 30 to provide the list to the Provost.</p> <p>Today's meeting with Dr. Faison was to clarify concerns. The overwhelming tone of the meeting was that the document provided was very limiting and restrictive and this was not its intention but rather it is a starting point for faculty to provide the details about which the administration wants to hear from faculty. The Provost described the document as a "living document", and said he realizes it is going to change/improve.</p> <p>The TF asked what model was used as the basis for the draft policy and were told It was literally a convenience sample of the available examples. The design of the draft was an amalgamation of all to hit the middle of the road, i.e., not too restrictive - not too loose.</p> <p>Dr. Crish advised that there may need to be discussion at departmental levels to determine more precise details about credits.</p> <p>Distinctions about the 40 + or - of class size was one of the biggest questions discussed. The Provost asked the faculty to offer a better model. The TF shared they were looking at core mandatory courses vs. elective/non-mandatory courses. The good news is we can propose a better model.</p> <p>The Maximum/Cap how many students faculty can advise was raised and the TF asked for the rationale behind this topic. The administration didn't want faculty putting all of their efforts into one activity. A faculty perspective may be able to offer adjustments to this.</p> <p>Dr. Crish also shared with the Provost concerns about who is going to be the administrative head to oversee workload. Faculty look to the department chairs for that role. Addressing this question, it seems that</p>
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the higher levels of the university want a hand in this, e.g., Dean and Provost, and rationale is that there needs to be consistency across departments and colleges..

A member commented that it seems that the list of activities is unduly complicated. There is a reason why we in professional/graduate education do not have a 2/2 or 3/3 load assignment. Our contracts are based on percentage of time, not on workload that we teach. We operate on a time-based system not a credit-hour based system. So, how does this align?

Dr. Crish said the calculations are designed to convert the credit hours to % of time. The conclusion I've come to is if they want to itemize then let's really itemize thoroughly to show the challenges for this.

A member said there needs to be some uniformity across the institution because there are legislators that recognize time related to credit hours. Another approach is to account for the number of hours that faculty claim for teaching. If 1830 hours is the baseline and someone is contracted at 50% FTE for teaching, then 900 hours have to be accounted for teaching.

A member commented that it will be very hard to follow the policy once it is developed because of the differences across faculty.

A member asked if the 30 hours baseline aligns with something in a community college versus the professional school/graduate school curriculum. If we have to make endless charts to reflect activity, can we also count that activity?

A question was asked about the Overwork Policy – was there any discussion? There's not an insignificant amount of us that are at the 120% FTE. Dr. Crish said we did ask about it, the Provost seemed to be a little unfamiliar with it and he brought it up that we would like to pay for the efforts of those who go above/beyond.

A member asked if there is an honest lack of familiarity with what we do as faculty. Some faculty feel like we are becoming number crunchers.

Dr. Mellott said we are not opening up the resrach side – we do not need to justify research. Instead, it is the teaching and service hours. The administration used the term “credibility” (with the Trustees, and others) as the main concern in getting a good policy.

The scholarship of teaching was to be .06 and not .006, which was a typo.

Dr. Crish said we also mentioned that having examples of faculty who are not NEOMED faculty is not helpful.

The faculty discussed the calculation table as incomprehensible. It seems to be missing variables.

A member asked about preparation hours. Dr. Crish said we didn't discuss it today because we can raise it on our list but all feedback coming in from departments shows this to be a very important topic to faculty.

A member observed that a lot of faculty don't know how they fit within the calculation table right now. Pharmacy faculty are bean counters by nature and we've tried to enter our teaching into the table and have started to panic. When utilizing the table, everyone needs to feel safe.

Dr. Crish said taking an educational approach to our response will be very informative to administration.

A member asked how the percentage of effort across research, service, and teaching relates to the buy out of time. Dr. Mellott said we did not offer any questions about offer letters and assigned percentages but we understand the goal is to transition faculty closer to the 40/50/10.

Discussion clarified that the policy currently applies to NEOMED-employed faculty that are 1.0 FTE. A question was asked about faculty who are less than 1.0 FTE (e.g., 0.7 FTE). Also, shared faculty in Pharmacy are concerned the policy may eventually apply to them.

A member asked if there will be an opportunity for faculty to comment on the list of activities that is developed. Dr. Crish said yes, she welcomes as much input as possible.

A member said one area that doesn't seem to be included in the list/table is extra curriculars, such as student research/mentored research opportunities. Students are clearly asking for this. Having a formalized space for this type of activity should be included.

A member asked if there will be a proposed calculation table to give to the Provost. Dr. Crish said there will be no table proposed but we will show all of the questions/variations that apply to show that the table is not sufficient.

			<p>A member asked if there will be a final discussion shared on the information to be presented. Dr. Mellott said this will probably be our final report. Normally with a longer period of time, there would be intermittent report but we have been given a 6-week or so timeline.</p> <p>Dr. Mellott invited members to contact Task Force members with additional thoughts/questions.</p>
5:25 p.m.- 5:30 p.m.	8	Open Forum and Department updates from Council members	<p>Dr. Barreiro commented on clinical faculty and how they are feeling about the hospitals being charged for doing a NEOMED program – the would like clarification on why this is happening. He also said a faculty survey was conducted for a faculty needs assessment and he will share a short powerpoint with this group.</p> <p>There was a letter sent by the Provost that was interesting regarding non-descript activity by faculty. What was the issue that prompted this letter? Faculty were upset by it. Why was there a need to send this out? Clinical faculty do not get information about students’ backgrounds/circumstances.</p> <p>Dr. Watson said she heard from her colleagues as well and that the message seemed to be that NEOMED is going to defend its students. I agree that a message of clarification would be helpful.</p> <p>Dr. Galazyuk moved to adjourn; Dr. Lu seconded. Dr. Mellott adjourned at 5:35 pm.</p>

Upcoming Agenda Items

October 2023 – Leadership Report – President Langell

November 2023– Working Meeting

December 2023 – Leadership Report – Dr. Rebecca German, VP for Research