University Faculty Council

Meeting: Tuesday, September 1, 2026 - 4:00-5:00 PM
Location: G-204 | https://neomed.zoom.us/j/83777007471?pwd=PbTxLkQoxEGK4E3B6ZKKUz5anCNyYK.1

ZOOM Information: Connection time 3:55 PM
https://neomed.zoom.us/j/83777007471?pwd=PbTxLkQoxEGK4E3B6ZKKUz5anCNyYK.1
Or Telephone: +1 312 626 6799 (US Toll); +1 646 876 9923 (US Toll)
Meeting ID: 837 7700 7471 | Password: 447458

Members (attendees in bold): **Petrea Cober (chair), Stacey Gardner-Buckshaw (vice-chair), Timothy Barreiro, Natalie Bonfine,** Yeong-Renn Chen, **Jessica Emshoff,** Sheila Fleming, **Alex Galazyuk, Kristen Knepp, Yong Lu, Jeffrey Mellott, Vahagn Ohanyan, Matthew Smith, Erica Stovsky, Alexandra Ukmar, Xinwen Wang**

Administrative Support: Andrea Coard

4:00 p.m.-4:05 p.m.	1	**Welcome** *Petrea Cober, Pharm.D., Chair, University Faculty Council*	Dr. Gardner-Buckshaw opened the meeting at 4 p.m.
	2	Approve previous UFC minutes 08.04.2026 (Approved *minutes located on NEOMED website)*	Dr. Galazyuk moved to approve the minutes; Dr. Smith seconded. The minutes were unanimously approved.
	3	Executive Management Team Notes 2026 Executive Management Team Fall 2026 meeting sign ups	Dr. Bonfine provided an update from the EMT meeting on There was a discussion regarding faculty compliance with university expense reimbursement procedures. Areas of concern included: • Travel and expense reimbursement requirements. • P-Card reconciliation and approval processes. • Required pre-approvals and supervisor/finance manager awareness. • Oversight of expenses charged to various funding sources and indices, including grant and unrestricted funds. It was noted that some processes have not consistently been followed. There is going to be a review of policies and procedures.

			Dr. Bonfine informed the council members that she suggested inviting representatives to Faculty Council to provide faculty education and awareness regarding the requirements. Dr. Gardner-Buckshaw reminded the council members that they are required to sign up for one meeting per semester. There are currently two dates without representation: September 28 and November 30. Council members were asked to sign up if available.
4:05 p.m.– 4:10 p.m.	**4**	**Ohio Faculty Council (OFC) Update** *Petrea Cober, Pharm.D., Chair, University Faculty Council*	Dr. Cober provided an update from the Ohio Faculty Council. The Chancellor discussed initiatives intended to retain talented Ohio high school students in the state and encourage them to attend Ohio public institutions. This could eventually be a benefit for NEOMED from a graduate standpoint. The Council also discussed continuing issues related to Senate Bill 1 and civics-related coursework. A two-page document concerning the value of higher education to the State of Ohio is continuing to being developed. NEOMED's contribution has been submitted. Dr. Gardner-Buckshaw added there was a discussion around two two initiatives designed to provide scholarship opportunities and guaranteed admission to students who graduate in the top 5% of their high school class. The initiatives are anticipated to be implemented beginning in 2028.
4:10 p.m.- 4:15 p.m.	**5**	**UFC Faculty Award Committees** *Petrea Cober, Pharm.D., Chair, University Faculty Council* • *Junior Faculty Award Committee* • *Liebelt-Wheeler Award for Faculty Excellence Committee*	**<u>Junior Faculty Award Committee</u>** The Council discussed the current composition of the Junior Faculty Award Committee and whether representation should be expanded to include representation from the Bitonte College of Dentistry (BCOD) and the College of Graduate Studies (COGS). The Junior Faculty Award recognizes a NEOMED faculty member who has demonstrated exemplary performance and made a noteworthy contribution to the NEOMED community. Eligible faculty must have at least two years of NEOMED service and hold the rank of instructor or assistant professor for fewer than seven years. It was noted that the award criteria were last revised in 2018. The importance of balancing broader representation with the practical challenge of staffing committees was discussed. Dr. Cober will contact COGS and BCOD to determine the available faculty pool and explore potential representation.

			<u>Liebelt-Wheeler Award for Faculty Excellence Committee</u> The Council discussed whether the current committee composition should be revised to include representation from BCOD while reducing the number of representatives from the Colleges of Medicine and Pharmacy. The award recognizes accomplishments in teaching, service, professional standing, and patient care and generally recognizes a more senior faculty member. A potential structure of two representatives from COM, two representatives from the COP, one from COGS, and one from BCOD was discussed. Members generally expressed support for exploring a more balanced committee composition and avoiding unnecessarily large committees. Dr. Cober will consult with BCOD regarding representation and report back to the Council.
4:10 p.m.- 4:15 p.m.	**6**	**Provost Notes and UFC Committee Representation Updates** *Petrea Cober, Pharm.D., Chair, University Faculty Council*	**<u>University Faculty Council Committee Updates</u>** Dr. Bonfine shared that Academic Management Partnership committee had limited activity over the summer. The 2027–2028 academic calendar was approved by the Provost. The council members discussed ongoing concerns regarding the new course and room scheduling process, including: • Room assignments based on size and stated needs. • Requests to move courses to different rooms. • Safety and instructional requirements that may not be captured by room size alone. • Delays in finalizing fall room assignments. • Uncertainty regarding spring scheduling. • The need to provide scheduling information for future academic years well in advance. Concerns were raised regarding the scheduling of the gross anatomy laboratory, particularly because cadaver assignments may require a space to remain occupied for an extended period. Faculty double-booking and scheduling conflicts across colleges were also identified as concerns. Dr. Bonfine will ask AMP committee members what is the ongoing course scheduling process, including how issues will be monitored and addressed. **<u>Provost Updates</u>** The faculty incentive plan (FIP) was rolled out, with items to be monitored during the coming year. Updates were provided regarding leadership overseeing satellite campuses and programs. Dr. Moorman has been appointed as the

			VP for Academic Expansion and Regional Campus Development, effective August 1, 2026. The College of Medicine's concierge programs and partnerships were reported as progressing well. Growth within the College of Medicine, including opportunities both within and outside Ohio, was discussed. The University is preparing for a broader marketing effort to prospective students as NEOMED expands its programs and colleges The effort is intended to support recruitment of prospective students across the University's colleges. The Council discussed the University's expanding statewide presence and relationships with locations outside Northeast Ohio. A council member asked for an update on the University's AI policy. The latest information was that the policy remained with Legal and was nearing completion. The Colleges of Medicine and Pharmacy have incorporated AI-related language into some syllabi, but a university-wide policy had not yet been finalized. An upcoming event dedicated to AI discussion was also noted.
4:15 p.m.-5:00 p.m.	**7**	**Open Forum and Department updates from Council members** *Group Discussion*	Dr. Gardner-Buckshaw shared that the Student Research Symposium is scheduled for Friday, November 20, from 12:00–5:00 p.m. The request for proposals was expected to be released during the week of the meeting. Faculty and leadership were encouraged to attend and support participating students. The event may include approximately 200 NEOMED student participants. A concern was raised that faculty mentors are not consistently receiving direct communication about the symposium, proposal deadlines, and participation requirements. It was suggested that the Research Office provide direct communication to faculty mentors in addition to student communications. The next meeting will include presentations from Dr. German and Dean Trump. Dr. German will present first, followed by Dean Trump Dr. Bonfine moved to adjourn; Dr. Galazyuk seconded. The meeting was adjoured at 4:42 p.m.

Upcoming Agenda Items:
October 6 - Leadership Report – Dean Tromp, College of Pharmacy, Dr. German, VP of Research
November 3 – Working Meeting

Upcoming NEOMED Faculty Professional Development Opportunities

September 2026			
Thursday, Sept. 3	noon – 1 p.m.	via Zoom	IAMSE Webinar (register for any/all sessions)
Thursday, Sept. 10	noon – 1 p.m.	via Zoom	IAMSE Webinar
Tuesday, Sept. 15	3 – 4 p.m	In-person/Zoom	Interfolio FIS Training for Rootstown faculty (optional for affiliated faculty)
Thursday, Sept. 17	noon – 1 p.m.	via Zoom	IAMSE Webinar
Thursday, Sept. 24	noon – 1 p.m.	via Zoom	IAMSE Webinar
Thursday, Sept. 24	noon – 1 p.m.	In-person/Zoom	Interfolio FIS Training for Rootstown faculty (optional for affiliated faculty)
October 2026			
Thursday, Oct 1	11:00 – 2:30 p.m.	via Zoom	Department of Defense (DOD) Workshop with ATG, Understanding Military Research Funding register
Thursday, Oct. 1	noon – 1 p.m.	via Zoom	IAMSE Webinar
Thursday, Oct. 22	noon – 1 p.m.	via Zoom	Interfolio FIS Training for Rootstown faculty (optional for affiliated faculty)
November 2026			
Tuesday, Nov. 17	noon – 1 p.m.	via Zoom	Interfolio FIS Training for Rootstown faculty (optional for affiliated faculty)
December 2026			
Monday, Dec. 14	noon – 1 p.m.	via Zoom	Interfolio FIS Training for Rootstown faculty (optional for affiliated faculty)

Watch The Pulse and https://www.neomed.edu/faculty/ for more information! If you have any questions, please contact facdev@neomed.edu.