



## University Faculty Council

Meeting: Tuesday, February 3, 2026 - 4:00-5:30 PM

Location: G-204 | <https://neomed.zoom.us/j/97164904258?pwd=o497jt1rAjGMfe2t2EPPsvEwhcNbps.1>

### ZOOM Information: Connection time 3:55 PM

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

Meeting ID: 971 6490 4258 | Password: 583611

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

**Speakers:** Julie Aultman, Dean, College of Graduate Studies, Kat Tromp, Dean, College of Pharmacy

**Administrative Support:** Andrea Coard, Deborah Loyet

4:00 p.m.- 4:05 p.m.	1	<p><b>Welcome</b> <i>Jeff Mellott, Ph.D., Chair, University Faculty Council</i></p>	Dr. Mellott opened the meeting at 4 p.m. He told the committee members there would be leadership reports from the College of Graduate Studies (COGS) and the College of Pharmacy (COP).
	2	<p>Approve previous UFC minutes <a href="#">01.13.2026</a> <i>(Approved minutes located on <a href="#">NEOMED website</a>)</i></p>	There were no questions or concerns regarding the previous meeting minutes. The minutes were approved.
	3	<p><a href="#">Executive Management Team Notes 2026</a> <a href="#">Executive Management Team Spring 2026 meeting sign ups</a></p>	Dr. Mellott shared that the EMT sign-ups are complete until the end of June.
4:05 p.m.- 4:10 p.m.	4	<p><b>Ohio Faculty Council Update</b> <i>Petrea Cober, Pharm.D., Ohio Faculty Council Representative</i></p>	<p>Dr. Litman provided an update from the Ohio Faculty Council meeting. The nomination deadline for Outstanding Faculty is April 17. The focus areas include commercialization, research, and teaching excellence. Each university is expected to submit a list of faculty recognized for teaching excellence, which will be published. The Chancellor will share additional details.</p> <p>The number of medical student enrollment is being requested to double in Ohio due to physical shortage.</p> <p>There was discussion across institutions regarding faculty evaluations, with universities exploring different approaches. Ongoing</p>

			<p>concerns were raised about shared governance, workload policies, and AI.</p> <p>Dr. Cober shared a further update. She noted that our institution is comparatively well-positioned regarding shared governance. Faculty evaluations have been completed, and work is now underway on student evaluations, followed by course evaluations. Course evaluations will require college-level approval first.</p> <p>The AI governance workgroup is addressing two issues for a policy, including selecting an approved AI platform. Ohio State University has adopted a university-wide Google AI platform.</p> <p>ADA accessibility requirements must be met by April 24.</p>
<p>4:10 p.m.- 4:30 p.m.</p>	<p>5</p>	<p><b>Leadership Report</b> <i>Dean, Julie Aultman, Ph.D., College of Graduate Studies</i></p>	<p>Dr. Aultman provided a College of Graduate Studies update and shared a presentation <a href="#">UFC COGS 2026 Presentation</a></p> <p>Dr. Mellott asked how COGS manages the curriculum. Dr. Aultman said it is hybrid. Kelly Vance, curriculum manager oversees two curriculum coordinators. For the 167 courses, there are 3 curriculum coordinators. Faculty provide the resources. They have fixed templates in Canvas for consistency. Core elements are designed and materials uploaded around four months before the course begins, especially if the course has been running for a few years. Faculty can edit and tweak. It has worked very well.</p> <p>Dr. Mellott also asked if curriculum coordinators will be the checkpoint for accessibility checks. Dr. Aultman shared that an issue was raised at EMT regarding the accessibility checks. The process includes questions the coordinator may not be able to answer independently, and some information will need to be provided directly by faculty. Dr. Aultman noted that most accessibility programs will flag images, photographs, and any content that is not strictly black and white. She explained that human images and scientific diagrams, such as the Krebs cycle, are likely to be flagged. As a result, there will be challenges in meeting these requirements.</p> <p>Dr. Mellott asked if the BTB program is expected to expand and if so with the UH scholar program extend with it? Dr. Aultman said the BTB program is expected to expand, but we do not have the next UH/NEOMED agreement. She thinks the scholar program will be extended or a new initiative will be introduced.</p>

<p>4:30 p.m.- 4:50 p.m.</p>	<p>6</p>	<p><b>Leadership Report</b> <i>Dean, Kat Tromp, Pharm.D., College of Pharmacy</i></p>	<p>Dr. Tromp provided a College of Pharmacy update and shared a presentation - <a href="#">UFC COP 2026 Presentation</a></p> <p>A faculty member asked how many times the MPJE licensure law exam can be retaken. Dr. Tromp said five times in Ohio.</p> <p>Dr. Mellott asked Dr. Tromp about the status of the faculty positions in Pharmaceutical Sciences. Dr. Tromp reported that one position has been filled, while the other remains vacant. He also inquired whether the new hires would need to fall within one of the current major RFAs. Dr. Tromp responded that this was not required, as these positions are sometimes difficult to fill given what we need specifically for the curriculum.</p>
<p>4:50 p.m.- 5:30 p.m.</p>	<p>7</p>	<p><b>Open Forum and Department updates from Council members</b> <i>Group Discussion</i></p>	<p>Dr. Mellott said the updated pay scales have been distributed with the council members. All positions reflect increases, consistent with adjustments made since the program began.</p> <p>He asked Dr. Gardner-Buckshaw if there would be value in Dr. Sheridan presenting an update on the work by the University Instructor and Course Evaluation Revision Workgroup at the March UFC meeting. It was agreed that Dr. Sheridan would be invited to present at the UFC meeting in March.</p> <p>Dr. Cober asked Dr. Faison whether the evaluations, given that they are digital, must meet accessibility standards and whether this should be addressed now or later.</p> <p>Dr. Faison confirmed that they must comply, as the law requires all digital media to meet accessibility standards. However, this is currently a lower priority, and accessibility updates can be retrofitted later.</p> <p>The primary focus at this time is the external website, followed by things purchased from vendors and academic platforms (e.g., Canvas, PowerPoint, and PDFs).</p> <p>Regarding the website redevelopment timeline, substantial progress is expected by April 24. A contractor has been engaged for a complete website redesign, though it will not be finished before summer.</p> <p>Two components will be managed by MarCom, as well as updates at the individual department level. There is a plan to hire a consultant.</p>

		<p>Dr. Mellott reminded the committee members of upcoming faculty professional development opportunities, and particularly the accessibility sessions in February.</p> <p>Dr. Cober moved to adjourn; and Dr. Lu seconded. The meeting was adjourned at 5:25 p.m.</p>
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**Upcoming Agenda Items**

March 3 – Working Meeting  
 April 7 – Leadership Report – President Langell

**UPCOMING FACULTY PROFESSIONAL DEVELOPMENT OPPORTUNITIES:**

**IAMSE Winter 2026 Webinar Series: “From Hype to Reality: AI’s Rapid Transformation of Health Sciences Professions Education”**

Thursdays Jan. 8 – Feb. 5      noon – 1 p.m.      via Zoom webinar

**February Teaching & Learning Sessions (all on Zoom):**

*Accessibility Session*  
 Wednesday, Feb.11      12:30 – 1:00 p.m.

*Grading in Canvas Part II*  
 Wednesday, Feb.18      12:00 – 1:00 p.m.

*Accessibility Session*  
 Wednesday, Feb. 25      12:30 – 1:00 p.m.

February New Faculty Onboarding – TBD

**Reimagining Health Professions Education Forum**

Monday, Mar. 2      12:30 – 3:00 pm      RDEC and Zoom webinar (Plenary only)

Presenter: Lauren Forsythe, PharmD, MBA, DICVP

- Plenary (In-Person & Zoom): *Seeing the Whole Spectrum: Neurodivergence in Professional Degree Programs*
- Q&A
- Workshop (In-Person): *Bridging the Gap: Supporting Neurodiverse Students from Lecture to Practice*

Faculty may [register](#) to receive the information to receive the link and calendar invitations directly from IAMSE. Please follow the directions provided in the email response to your registration. (neomed.edu email address required for registration with IAMSE).

Watch [The Pulse](#) and <https://www.neomed.edu/faculty/> for more information! If you have any questions, please contact [facdev@neomed.edu](mailto:facdev@neomed.edu).

**These events are incentivized in the Faculty Service Incentive Plan.**

