

**Faculty Council**
**Meeting Specifics**

<b>Purpose</b>	<b>Cadence</b>	<b>Executive Sponsor</b>
Regularly Scheduled	Third Tuesday of the Month	Dean DiPaola
<b>Date</b>	<b>Time</b>	<b>Location</b>
Tuesday, March 16, 2021	5:00-6:00 p.m.	Zoom

**Committee Chair(s) and Members**

Basic Science Members	Clinical Science Members
<input checked="" type="checkbox"/> Campbell, Kenneth	<input checked="" type="checkbox"/> Ballard, Hubert (Chair)
<input checked="" type="checkbox"/> Clark, Claire	<input type="checkbox"/> Beck, Sandra
<input checked="" type="checkbox"/> Hatcher, April R.	<input checked="" type="checkbox"/> Hays, Lon R.
<input checked="" type="checkbox"/> Mellon, Isabel	<input checked="" type="checkbox"/> Kapoor, Siddharth
<input type="checkbox"/> Nikolajczyk, Barbara	<input type="checkbox"/> Neltner, Janna
<input checked="" type="checkbox"/> Spear, Brett (Chair-Elect)	<input checked="" type="checkbox"/> Stevens, Julia C.
	<input checked="" type="checkbox"/> Toney, Dale

**Standing Guests**

<input type="checkbox"/> DiPaola, Robert	<input checked="" type="checkbox"/> Huddleston, Alyssa	<input checked="" type="checkbox"/> Sanger, Matthew
<input checked="" type="checkbox"/> Geddes, Jim	<input checked="" type="checkbox"/> Rogers, Cassandra	<input checked="" type="checkbox"/> Tannock, Lisa
<input checked="" type="checkbox"/> Greathouse, Lauren	<input checked="" type="checkbox"/> Ross, Shavonna	<input checked="" type="checkbox"/> White, Stephanie
<input type="checkbox"/> Harris, Kim	<input type="checkbox"/> Rowland, Michael	

**Visitors**

<input checked="" type="checkbox"/> Allison, Roxie	<input checked="" type="checkbox"/> Jones, Davy	<input checked="" type="checkbox"/> Verble, Bill
<input checked="" type="checkbox"/> Griffith, Chipper	<input checked="" type="checkbox"/> Garvy, Beth	

Agenda Item	Presenter/Facilitator
Call to Order	H. Ballard
Declaration of Quorum	H. Ballard
Approval of Minutes <ul style="list-style-type: none"> <li>March 5, 2021 – Faculty Council Specially Called Meeting<sup>1</sup> – <b>Action</b></li> </ul>	H. Ballard
Review Course Proposals <sup>2</sup> – <b>Action</b> <ul style="list-style-type: none"> <li>Major Course Change Proposals: <ul style="list-style-type: none"> <li>RAS 650, Physics of Radiation Therapy II: Brachytherapy Physics Research</li> <li>TOX 800, Fundamentals in Forensic Science</li> <li>TOX 910, Forensic and Analytical DNA</li> <li>TOX 920, Instrumental Techniques in Forensic Chemistry</li> </ul> </li> <li>New Course Proposal: PGY 208, Elementary Physiology Laboratory</li> </ul>	H. Ballard
PA1500 to PA1000 Transition (15 minutes)	R. Allison
LCME Status Report Update (20 minutes)	C. Griffith
University Committee Update on AR 6:2 (5 minutes)	D. Jones
Revision to Administrative Regulations on Appointment/Grievance Procedures for Clinical Residents/Fellows (5 minutes)	D. Jones
Other Business	H. Ballard

<b>Minutes</b>	
<b>Topic</b>	<b>Discussion</b>
<b>Opening Remarks</b>	<ul style="list-style-type: none"> <li>• Meeting called to order by H. Ballard.</li> <li>• Quorum declared at 5:01 p.m. (Seven (of 13) members present.)</li> <li>• Meeting Minutes Approval               <ul style="list-style-type: none"> <li>– March 5, 2021 Specially Called meeting                   <ul style="list-style-type: none"> <li>▪ Moved by K. Campbell and seconded by S. Kapoor. Minutes approved by five members and two members abstained.</li> </ul> </li> </ul> </li> </ul>
<b>Review Course Proposals<sup>2</sup> – Action</b>	<ul style="list-style-type: none"> <li>• Major Course Change Proposals:               <ul style="list-style-type: none"> <li>– RAS 650, Physics of Radiation Therapy II: Brachytherapy Physics Research</li> <li>– TOX 800, Fundamentals in Forensic Science</li> <li>– TOX 910, Forensic and Analytical DNA</li> <li>– TOX 920, Instrumental Techniques in Forensic Chemistry</li> </ul> </li> <li>• New Course Proposal:               <ul style="list-style-type: none"> <li>– PGY 208, Elementary Physiology Laboratory</li> </ul> </li> <li>• B. Garvy discussed briefly the PGY 208 course proposal. The curriculum committee recommends the approval of this course.</li> <li>• The RAS 650 asked to raise the course hours from two to three hours. The curriculum committee recommends the approval of this course.</li> <li>• The three TOX courses are not updating the credit hours but they are going to increase the time by one hour. This is part of the Forensic Science Master’s programs. These are lab-type courses that provide flexibility in changing the hours thus the ask for maximum hours. The curriculum committee recommends the approval of this course.</li> <li>• B. Spear: The three toxicology courses’ application show standard grades and it should be the graduate level grades listed to pass through the Senate.</li> <li>• Motion to approve with suggested changes by B. Spear: D. Toney moved and seconded by J. Stevens. Seven members approved and one abstained.</li> <li>• H. Ballard asked if there was any follow-up discussion. D. Jones asked B. Garvy if there were any wet labs still being offered. B. Garvy stated that there are not any in regards to these courses. A. Hatcher stated that there are wet labs for Dental, PAPT and Medical. D. Jones asked if PGY 208 had a wet lab. B. Garvy mentioned that PGY 208 is a new course and no wet lab was designed for the course.</li> </ul>
<b>PA1500 to PA1000 Transition</b>	<ul style="list-style-type: none"> <li>• R. Allison brought an update to the Faculty Council about the PA1500 to PA1000 Transition.</li> <li>• Goals               <ul style="list-style-type: none"> <li>– Align staff positions supporting the College’s academic activities</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>– Provide funding transparency for academic activities in the clinical departments</li> <li>– Consistently apply policies to academic staff positions throughout the College</li> <li>– Streamline processes for creating, posting, and filling education and research staff positions</li> </ul> <ul style="list-style-type: none"> <li>• High-Level Metrics           <ul style="list-style-type: none"> <li>– Identify staff appropriate for transition</li> <li>– Determine navigation transition components to include (but not limited to)               <ul style="list-style-type: none"> <li>▪ Position transfer</li> <li>▪ Timekeeping</li> <li>▪ Merit increases</li> <li>▪ Equity</li> <li>▪ Annual performance evaluations</li> <li>▪ Vacation “use by” date</li> <li>▪ Communication</li> </ul> </li> </ul> </li> <li>• Please clarify what practical effects, if any, this will have for staff.           <ul style="list-style-type: none"> <li>– For staff transitioning to PA 1000 (and their supervisors), the most noteworthy changes include               <ul style="list-style-type: none"> <li>▪ Annual performance evaluation cycle</li> <li>▪ Effective date of future merit increases</li> <li>▪ Pay dates for exempt (salary) staff</li> </ul> </li> </ul> </li> <li>• PA 1500 to PA 1000 Transition for Academic Positions in Clinical Departments <i>Transition Details – Timekeeping and Pay Dates</i> <ul style="list-style-type: none"> <li>– PA 1000 staff utilize <i>myUK</i> timekeeping rather than Kronos</li> <li>– Exempt (salary) staff will enter any type of leave that takes them away from regular working hours (e.g., holiday, temporary disability leave, vacation leave, professional travel, jury duty, etc.)</li> <li>– Non-exempt (hourly) staff will enter hours worked in addition to any type of leave that takes them away from regular working hours</li> <li>– Supervisors of non-exempt (hourly) staff will review and approve timekeeping via <i>myUK</i> <ul style="list-style-type: none"> <li>▪ It is imperative to review and approve since these actions are required before triggering payroll processing and distribution</li> </ul> </li> <li>– Pay Dates               <ul style="list-style-type: none"> <li>▪ Non-exempt (hourly) staff pay dates will not change</li> <li>▪ Exempt (salary) staff pay dates in PA 1000 occur on a monthly basis on the last day of the month</li> <li>▪ If the last day of the month occurs on a holiday or weekend, monthly pay distribution occurs on the last business day of the month</li> </ul> </li> </ul> </li> <li>• PA 1500 to PA 1000 Transition for Academic Positions in Clinical Departments <i>Transition Details – Pay Grades and Equity</i> <ul style="list-style-type: none"> <li>– The employee salary scale will transition from the UK HealthCare scale to the UK campus scale</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"><li>– Many of the current titles have similar titles and pay ranges on the campus side and <i>no changes</i> will result in a pay reduction</li><li>– Some positions remaining in PA 1500 will require title changes to ensure clarity; this will not occur until after the May 9 transition</li><li>– UK Human Resources compensation team is actively evaluating each position individually</li><li>– UK campus follows an education/experience model, as opposed to a Time in Position (TIP) model utilized by UK HealthCare, to ensure equitable pay practices</li><li>– An email will be sent to each individual who is transitioning with a request to fill out an “education/experience form” to ensure equitable transitions for all staff identified as moving into College of Medicine PA 1000</li></ul> <ul style="list-style-type: none"><li>• PA 1500 to PA 1000 Transition for Academic Positions in Clinical Departments <i>Transition Details - Timing of Performance Evaluations and Merit Increases</i><ul style="list-style-type: none"><li>– UK HealthCare follows a fiscal year (July 1 – June 30) performance evaluation schedule while campus employees follow a calendar year (January 1 – December 31) schedule</li><li>– Performance evaluations not only serve as an indication of performance and allow for annual goal setting, they also help inform merit increases during years that the President approves merit increases within the annual budget</li><li>– UK will not make a determination on merit increases until <b>at least</b> late April; however, it is necessary to adjust the performance evaluation date to allow for this possibility</li><li>– Performance evaluations for transitioning staff will be released March 1 and due no later than April 26</li><li>– <b>IF</b> merit increases are planned for July 1, transitioning positions will be in the College of Medicine PA 1000 campus merit pool</li></ul></li><li>• PA 1500 to PA 1000 Transition for Academic Positions in Clinical Departments <i>Transition Details – Vacation Time and Holiday Leave</i><ul style="list-style-type: none"><li>– Vacation and temporary disability leave accrual rates are standardized throughout the University of Kentucky and will not change</li><li>– College of Medicine PA 1000 campus staff follow the official holiday calendar located on the <a href="#">Human Resources website</a></li><li>– Vacation freeze associated with the Epic implementation<ul style="list-style-type: none"><li>▪ If one’s role will not participate in the training or go-live of the Epic implementation, then that position will no longer be subject to the vacation freeze from May 10 – June 30, 2021</li></ul></li><li>– One-time recognition payment<ul style="list-style-type: none"><li>▪ For the past two years, UK HealthCare has received approval to provide a one-time recognition payment to PA 1500 employees. As a campus PA 1000 employee, one will no longer be eligible should this one-time payment be offered in the future to UK HealthCare PA 1500 employees. However, one would be eligible for additional bonus days that the campus provides at times for PA 1000 employees</li></ul></li></ul></li></ul>
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	<ul style="list-style-type: none"> <li>• PA 1500 to PA 1000 Transition for Academic Positions in Clinical Departments <i>Current Status and Important Dates</i> <ul style="list-style-type: none"> <li>– Compensation continues to make progress with the pay grade crosswalk from PA 1500 to PA 1000 and in evaluating salaries for equity</li> <li>– Initial Town Hall webinar was provided on February 26, 2020, with over 70 in attendance</li> <li>– Questions are coming in via an anonymous link and responses are uploaded to The Loop on a weekly basis</li> </ul> </li> <li>• R. Allison mentioned that a lot of this information has come from questions that her group has received and they plan to take questions continuously to help all that are being transitioned.</li> <li>• D. Jones inquired if the President memo will now be included with the PA 1000 base of employees and R. Allison stated yes.</li> </ul>
<p><b>LCME Status Report Update</b></p>	<ul style="list-style-type: none"> <li>• C. Griffith shared the LCME Status Report Update. <ul style="list-style-type: none"> <li>– College of Medicine received compliance (C) or compliance with a need for monitoring (CM) on the 12 standards during the 2018-2019 site visit.</li> <li>– In response to the December status report, the college is now all compliant across the board.</li> </ul> </li> <li>• Elements Now in Compliance <ul style="list-style-type: none"> <li>– Element 2.5 Responsibility of and to the Dean</li> <li>– Element 6.2 Required Clinical Experiences</li> <li>– Element 8.3 Curricular Design, Review, Revision/Content Monitoring</li> <li>– Element 9.4 Assessment System 6.2 Required Clinical Experience Element 8.3 Curricular Design, Review, Revision/Content Monitoring</li> </ul> </li> <li><b>Elements in Compliance with a Need for Monitoring</b></li> <li>• Elements in Compliance with a Need for Monitoring <ul style="list-style-type: none"> <li>– Accreditation elements in which the program’s performance is satisfactory with a need for monitoring: <ul style="list-style-type: none"> <li>▪ Element 3.3 Diversity/Pipeline Programs and Partnerships <ul style="list-style-type: none"> <li>○ Offers made to applicants to the medical school</li> <li>○ Offers made for faculty and senior administrative staff positions</li> <li>○ Students, faculty, and senior administrative staff</li> <li>○ Summarize recent actions taken (since status report) to enhance the diversity of the student body, faculty, and senior administrative staff.</li> </ul> </li> <li>▪ Element 11.2 Career Advising <ul style="list-style-type: none"> <li>○ Career Planning Services/Information About Specialties</li> <li>○ AAMC Graduation Questionnaire</li> <li>○ Optional and Required Career Advising Activities</li> <li>○ Adequacy of Career Counseling/Adequacy of Counseling about Elective Choices</li> <li>○ Internal Student Survey</li> </ul> </li> <li>▪ Element 12.1 Financial Aid/Debt Management Counseling/Student Educational Debt</li> </ul> </li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Provide an update to the college’s increase in philanthropy infrastructure and goals in the strategic plan to develop new and additional resources for students.</li> <li>○ Describe actions taken by the medical school administration to limit medical student educational debt.</li> <li>○ Describe any additional enhancements that have been made to financial aid and debt management counseling/advising activities for medical students.</li> </ul> <ul style="list-style-type: none"> <li>● Next LCME Status Report: August 15, 2022</li> </ul>
<p><b>University Committee Update on AR 6:2</b></p>	<p>As a follow up to D. Jones’ previous review in October 2020 of potential changes to Administrative Regulation 6:2, which guides the procedure for how the University determines responsibility for charges of sexual misconduct on our campus community, including sexual harassment under Title IX, due to changes in Federal Regulations, D. Jones reported that the committee recommended to keep the standards distinct since the purposes are distinct. The new Federal Administration has announced intent to review Federal Regulations. As it stands right now, nothing is going to change.</p>
<p><b>Revision to Administrative Regulations on Appointment/Grievance Procedures for Clinical Residents/Fellows</b></p>	<p>D. Jones informed Faculty Council that the University Regulations Committee is in the process of updating the 2014 version of House Staff Administrative Regulations regarding the Appointment and Grievance Procedures for Clinical Residents and Fellows. The intent of the proposed revision is to incorporate details from the Graduate Medical Education (GME) manual while preserving due process. General Counsel and the Senior Associate Dean for GME are communicating about the revision.</p>
<p><b>Other Business</b></p>	<p>Meeting adjourned at 5:53 p.m.</p>