



University Faculty Council

Meeting: Tuesday, February 4, 2025 - 4:00-5:30 PM

Location: G204 | <https://neomed.zoom.us/j/97592756946?pwd=mqrXS6oUNTHbu2fm9ACJXmG02HFTeK.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: 975 9275 6946 | Password: 928357

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

Speakers: Julie Aultman, Ph.D., Dean, College of Graduate Studies, Kat Tromp, Pharm.D., Interim Dean, College of Pharmacy

Administrative Support: Andrea Coard, Deborah Loyet

4:00 p.m.- 4:05 p.m.	1	<p>Welcome <i>Jeff Mellott, Ph.D., Chair, University Faculty Council</i></p>	The meeting convened at 4 p.m. and Dr. Mellott welcomed Dean Aultman and Interim Dean Tromp. He informed the council members that both Deans would be providing a leadership report.
	2	<p>Approve previous UFC minutes 01.14.2025 <i>(Approved minutes located on NEOMED website)</i></p>	Dr. Cober moved to approve the minutes; Dr. Smith seconded. The minutes were approved by the council members.
	3	<p>Executive Management Team Notes Executive Management Team Spring 2025 meeting sign ups</p>	Dr. Mellott informed the council members the EMT meetings had been signed up through to the end of April and reminded them to sign up for later slots if they had not already done so.
4:05 p.m.- 4:10 p.m.	4	<p>Ohio Faculty Council Update <i>Petrea Cober, Pharm.D., University Faculty Council Representative</i></p>	<p>Dr. Cober provided an update from the Ohio Faculty Council (OFC) Meeting.</p> <p>The OFC asked all representatives to provide an extensive report, which formed the main portion of the meeting.</p> <p>Dr. Cober shared a report on behalf of NEOMED and she said it was well received.</p> <p>The reports from the institutions included:</p> <ul style="list-style-type: none"> • A lot of concern about admissions, some up some down

			<ul style="list-style-type: none"> • More undergraduate issues as not as many students going to college • A lot of discussion around the faculty workload policy • Unions • Strategic plan refreshers <p>Dr. Cober stated that NEOMED appears to be in a much better position than other institutions, as it has fewer challenges related to Senate Bill 1.</p> <p>Dr. Mellott informed the council members that Senate Bill 1 would have a minimal impact on NEOMED, except for matters related to DEI.</p> <p>He noted that post-tenure review remains included in the bill.</p> <p>Dr. Cober stated that syllabi must be made publicly accessible.</p> <p>A significant portion of the bill focuses on empowering the Board of Trustees.</p> <p>Dr. Mellott reminded council members that while they are free to express their personal opinions, they cannot speak on behalf of NEOMED.</p>
<p>4:10 p.m.- 4:30 p.m.</p>	<p>5</p>	<p>Leadership Report <i>Dean, Julie Aultman, Ph.D.</i> <i>College of Graduate Studies</i></p>	<p>Dr. Mellott introduced Dr. Aultman, College of Graduate Studies (COGS) Dean, and she thanked the council for the invitation. She said COGS is growing and expanding.</p> <p>She shared a Program Recap Presentation which can be found at this link: College of Graduate Students Presentation</p> <p>Following her presentation, Dr. Aultman asked the council members if they had any questions.</p> <p>Dr. Cober inquired about how tuition is handled for dual-enrolled students. Dr. Aultman explained that these students pay \$720 per credit hour. She noted that the university's graduate programs are among the most affordable public institutions in the state. However, the CAA program is slightly more expensive due to its clinical components.</p> <p>Dual-enrolled students pursuing a master's degree can transfer up to 6 credit hours from their existing curriculum, requiring them to complete between 24 and 30 additional credits.</p> <p>The medical students step out of the curriculum but can up to 6 credits for a master's degree or 12 credits for their PHD.</p>

			Dr. Aultman informed the council she is happy to return with future updates if requested.
4:30 p.m.- 4:50 p.m.	6	Leadership Report <i>Interim Dean, Kat Tromp, Pharm.D.</i> <i>College of Pharmacy</i>	<p>Dr. Mellott introduced Dr. Tromp, College of Pharmacy (COP), Interim Dean.</p> <p>Dr. Tromp provided a College of Pharmacy presentation which can be viewed at this link: College of Pharmacy Presentation</p> <p>A question was raised about COP enrollment. Dr. Tromp explained that NEOMED's situation is not as severe as other institutions. While they would like to see higher enrollment, they are satisfied with their current numbers.</p> <p>Regarding State Share of Instruction (SSI) for Pharmacy students, Dr. Tromp provided an update, stating that no SSI has been allocated for P4 students so far. She said there is no indication why they should not receive any. The plan is to submit a request and await the outcome.</p> <p>Dr. Mellott thanked Drs. Aultman and Tromp for their updates.</p>
4:50 p.m.- 5:03 p.m.	7	Open Forum and Department updates from Council members <i>Group Discussion</i>	<p>The meeting moved to an open forum.</p> <p>Dr. Bonfine provided an update from the Academic Management Program (AMP) Committee regarding room scheduling challenges and the software options reviewed for academic and conference scheduling. It was discovered that the Coursedog software includes a faculty workload tracking system component. The committee is now reevaluating all software options with the possibility of integrating this module into Coursedog for the faculty information system. A quote has been requested and further details will follow.</p> <p>Dr. Mellot shared the following updates with the council:</p> <p><u>Faculty Workload Policy:</u> The Faculty Workload Policy is currently with Maria Schimer, General Counsel. It has been adjusted with the most significant change being the reorganization of categories based on citizenship versus service credit.</p> <p>The approach for accounting for course directorship has also been revised.</p> <p>The revised version appears to be a simplified approach.</p> <p>Once approved by General Council, it will become an official policy online, and no further faculty forums/meetings will be held.</p>

		<p><u>Faculty Empowerment Plan (FEP):</u> This is the now the non-pilot year and those involved in the plan should be meeting with chairs. Please be mindful of the calculator and teaching bonus.</p> <p><u>Annual Performance Evaluation (APE):</u> Dr. Faison discussed at the EMT meeting that he met briefly with a faculty workgroup regarding the consolidation of the APE form into a single version. The group concluded that having one form would be more logical and effective. As part of the updates, the form was edited to make it easier to collect signatures.</p> <p>Dr. Bracken inquired how teaching evaluations are being calculated. Dr. Mellott explained the responsibility of the chairs to determine how the evaluations are calculated.</p> <p>Dr. Bonfine expressed concern regarding how evaluations are conducted across colleges. There is an emphasis on maintaining trust between faculty and chairs.</p> <p>Dr. Mellott confirmed the teaching bonus of up to 8% has been honored. The timeline for the FEP is now July 1-June 30 Faculty can no longer opt out of the FEP.</p> <p>Dr. Mellott informed the council members that the March meeting would be working meeting scheduled for 60 minutes.</p> <p>Dr. Ohanyan moved to adjourn the meeting and Dr. Chen seconded. The meeting ended at 5:20 p.m.</p>
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Upcoming Agenda Items

March 4, 2025 – Working Meeting

April 1, 2025 – Leadership Report – President Langell

SAVE THE DATE: Upcoming Faculty/Professional Development Opportunities

COHPE: Monday, April 14. Theme - AI in Health Professions Education.

IAMSE Webinar Series, each Thursday, noon - 1 p.m., Jan. 9- Feb. 6.