University of Colorado Anschutz Medical Campus
Faculty Assembly
Skaff Conference Room, 4th Floor Room V20-4000
February 28, 2012
4:30 – 6:00 PM
Minutes

Attending:  Brian Brada, Ana Elashvili, Colleen Dingmann, Lillian Hoffecker, Gina Moore, David Port, Lee Shockley, Tod Sloan, David Thompson, Jim Woolum

Guests:  Chancellor Elliman, Henri Jupille, Regina Kilkenny, Neil Krauss, Rob Maclaren, Rod Nairn, Jerry Perry, Karin Rees, David Thomas, and Bob Tolsma.

4:35 pm  David Thomas (CU Online):
- CU-online is reviewing what Learning Management System (LMS) options are available in order to identify a user-friendly system for faculty and students across both campuses. [Examples of LMSs currently used on our campuses include Blackboard and eCollege.] It is anticipated that this initiative will (i) help trim budget costs, (ii) permit better detection of plagiarism, (iii) promote mobile technology / social media, and (iv) facilitate students and faculty working together. A survey will be circulated to faculty of AMC and DDC to identify what LMS functions are needed and these will form the basis of a request for proposals by LMS vendors. The vendors will be submitting proposals with quotes by March and these will be reviewed from mid-April to mid-May. A selection committee comprising CU-online staff will review the vendor proposals. Faculty and students may also be involved in this process. Updates on the status of this process will be communicated at upcoming meetings. Faculty members are encouraged to provide feedback as well. Mr. Thomas offered to meet with individual departments to address any questions or concerns.

Q & A: Important differences exist between DDC and AMC. For example, DDC uses Spring Summer Fall Semester whereas AMC needs more enrollment flexibility as its semesters are rolling. Many of the departments on AMC are currently utilizing many of the aspects of the current system.

4:52 pm  Bob Tolsma (AVC ATEL/distance learning):
- Past feedback regarding the campus website prompted the interest in having a system-wide internet / intranet. Project Simon will help streamline communications for faculty and staff. The model shown will have: a public internet site, a faculty/staff home page, collaboration workspaces, unit-specific intranets and department-specific sites. This need was determined when trying to organize the research being done on each of the campuses. SharePoint is the program that will be used for the project. ATEL will provide server space. However, it will be up to each unit to develop and operate its intranet using SharePoint. The tentative start date for this project is May after feedback is reviewed and staff hired. ATEL is looking at September for roll-out. Contact the Website Development team if you are interested in providing feedback to the ATEL team. Provost Nairn discussed the need for both campuses to streamline their communication to be more efficient.

5:07 pm  Provost’s Report (Dr. Nairn):
- Search updates:
  - Chief Planning Officer (AMC/DDC): Position has been filled by Michael Del Giudice. He will begin on March 1. Jerry Scezney will transition out but will continue to work on the Facilities Master Plan part-time.
- **CSPH Dean:** David Goff is the leading finalist and is currently visiting with his family.
- **Diversity candidates:** Arthur Gutierrez Hartman and Brenda Allen are meeting with people and discussion is still in process for this tentative job-sharing opportunity. Candidates are still in the review process.
- **CON dean:** Candidates are still in the review process.
- **Faculty Ombudsperson:** Provost Nairn and Regina Kilkenny are working together to get funding. Provost Nairn will work with the Faculty Assembly Chairs. They will work with faculty chairs. The position will start 1 day/week.

*VA Hospital construction:* This is starting. Ground breaking has already begun. Neil Krauss discussed several concerns relating to access to parking and road closures as this construction continues.

*Facilities Master Plan:* Final stages of the plan are being worked out. A company has been identified for phase II (more detailed master plan). It is hoped that the project is completed in late summer – early fall 2012. Input from faculty, staff and students will be requested.

*Health and Wellness Center:* This facility can be utilized by faculty and staff. Faculty can sign up online if interested. Prices for the fitness pass are $65/month or, if go more than 10 times per month, $45/month. [NOTE: post-meeting information identified that the discounted this only applies to UH staff.] Tours are available Tuesdays and Thursday’s from 2:30 – 3:30 pm. Jim Gauss (Asst. to Jim Hill) is the contact person for tours. There will also be nutrition training and a healthy café.

5:16 pm **Chancellor Don Elliman:**
- Official start date will be April 2nd. He spoke about his background and decision-making process in taking the Chancellor’s position.

5:36 pm **Regina Kilkenny (Associate Vice-Chancellor for Academic Resources & Services):**
- pulling together the technology planning committee. Among other things, will be considering mobile apps and video-streaming.

5:38 pm **Neil Krauss (Director of Administration – Executive Vice Chancellors Office):**
- **TED conference:** AMC will have access to a TED (Technology Entertainment Design) Conference on April 10th – 13th. AMC will look at putting on our own TED Conference in the latter part of the year.
- **AMC master planning:** This will involve a lot of data collection. There will be a series of workshops in spring and summer in areas relating to education, research and clinical care.

5:45 pm **Chair’s report (David Thompson, Chair)**
- **January meeting minutes** approval: (1st – David Port, 2nd – John Woolum). Unanimously approved
- **Faculty Council Update:**
  - **Leadership positions:** The Chair, Vice Chair and Secretary Positions of Faculty Council are all open at this time. Nominations are being taken until April 26th. All new chairs and Faculty Council members should be attendance for that voting meeting (4/26/2012).
  - **Faculty Council award nominations:** Nominations are being taken for 2012 system-wide awards. The winners from last year were John McDowell (Distinguished Service Award Winner) and Kelly Fox (Administrator of the Year Winner). Please forward any nominations to David Thompson.
- **Legal representation:** Concerns have been expressed regarding a potential of a conflict of interest when CU legal council is asked to provide an interpretation of Regents Laws
for Faculty Council. The possibility of having legal counsel for Faculty Council is being investigated. Considerations include: finding qualified legal counsel, cost, and how Faculty Council would pay for this. We identified a resource in Denver (Joseph Goldhammer) who could be retained for $200 / hour. A main issue arose about how Faculty Council would pay such legal assistance. Options include faculty donations or a small levy on all faculty members with the understanding that (i) the derived funds would be used to create a finite reserve (i.e., when the reserve amount was reached, the levy would be terminated) and (ii) monies from the reserve would be used only to obtain independent legal opinion for Faculty Council (i.e., it would be used for system-wide faculty issues, not for individual faculty members). Feedback from the AMC Faculty Assembly included: logistics are questionable on how it should be funded and guaranteed that faculty money allotted for this legal representation were used for only these concerns.

- **President’s Taskforce on Efficiency:** As the taskforce works to streamline administration centrally, faculty members are feeling that the central administration responsibilities are being redistributed to departmental or primary unit staff and faculty members. This results in each person having to undergo training and spend time performing more administrative tasks. While the faculty supports efforts to reduce costs, it is important to realize that these additional administrative activities take faculty away from tasks that support AMC, i.e., patient care and grant writing. Hence, processes that from a central administration perspective seem to be creating efficiencies may be unintentionally creating inefficiencies at the levels of faculty and staff. For example, every minute that each faculty member spends doing on-line training is time taken away from patient care and grant writing. If the time spent for each on-line training module was multiplied by the per-minute income of each faculty member (and staff member), the additional, real cost of this activity would emerge. The impact of decentralization of administrative activities needs to be assessed.

- **ISIS meeting discussions:** Faculty and staff representatives from SOM, SODM and SOP met to identify any common issues that AMC schools and colleges were having with ISIS. It was determined that there needs to be a help desk staffed by people who are knowledgeable about ISIS. It was also determined that there needs to be better communication.

- **Revision of AMC FA Constitution and Bylaws:** The by-laws and constitution are meant to be reviewed every 4 years. The last time they were looked at was 1999. While most updates are relatively straightforward, a major sticking-point is the number of FA members from each school or college. There is no obvious formula that can was used to determine current numbers. SOM is meant to have 11 members and never comes close to achieving this number. A recommendation is to have 2 members (= 1 chair) from each school and college. The additional members from SOM should then be based on a formula, e.g., 1 member per hundred faculty members. A definition of a faculty member then needs to be established, e.g., regular faculty appointment + assistant professors and above + paid by AMC(?). If SOM can settle on a definition, the same definition could be applied to other AMC schools and colleges as necessary.

- **AMC Faculty Assembly nominations:** It is important to elect new officers to our assembly. In theory, the next chair should come from CON. Unfortunately, qualified candidates are not able to commit the necessary time to the position. Two SOM faculty members have expressed interest in the AMC FA Chair position. We should select new officers at the AMC FA meeting in March. If you would like to be considered for any positions (chair, vice-chair, secretary), contact the current chair.

6:10 pm **College / School Reports:**

**College of Nursing:**
- No report
Library: (Jerry Perry, Lillian Hoffecker):
  • Upcoming library event: A Fine Romance. Karin will circulate the flyer to the group.
  • Extended hours: The library will have extended hours starting March 4th - March 6th and be open 24 hours. There will be limited services later in the evening but security will be around. In May, will have extended hours.
  • Journal access: If you notice issues accessing online journals or databases, please inform the library as soon as possible to allow the problems to be address.

School of Dental Medicine (James Woolum):
  • No report

School of Medicine (Hari Koul):
  • No report

School of Pharmacy (Gina Moore):
  • No report

School of Public Health:
  • No report

Graduate School (David Port):
  • Recruitment went smoothly over the last few weekends.

Retired Faculty Association (RFA) (Judy Igoe):
  • No report

6:15 pm  New Business
  • Parking issues: Faculty members have been unable to park in the lots near R1 and R2 due to them being full. This is apparently due to UH construction workers being given authorization to park in the lots. Faculty members often need to travel to-and-from campus as part of their professional activities. The additional time required to walk to the outlying lots decreases faculty efficiency. Consequently, it was felt that priority for parking location should be given to fee-paying faculty members. It was requested that the executive assistant for EVC Marks investigate this.

6:20 pm  Adjournment