

Minutes of the McGovern Medical School Faculty Senate

Thursday, March 21, 2019, 4:30 p.m.
MSB 2.103 & LBJ UT Annex 217 Auditoriums

Dr. Carlin brought the meeting to order at 4:41 p.m.

Approval of Minutes. A quorum was present at 4:41 pm, and the minutes from February 2019 were approved unanimously.

NEW BUSINESS

Grants and Contracts Management System. Carmen Martinez and Dr. Valerie Bomben provided an update on the new grant management system, “UTSTART.” The system is expected to go live on 9/1/2019, and trainings will be provided July through September 2019. Additional training sessions will be offered in October and November 2019. All sponsored projects needs will be housed within the system, including proposal development, award management, subaward and contract management, financial tracking, and closeout. The system will be integrated with HCM, PeopleSoft, IRIS, and Documentum. The system allows for improved transparency, including access to all documents and statuses associated with a project, streamlined workflow through electronic document routing and electronic signatures, and the ability of the user to run reports. An additional feature of the system is a search tool for identifying funding sources for research, whether from industry, NIH, or other sources. Ms. Martinez and Dr. Bomben provided a demonstration of the various functionalities of UTSTART.

Questions/Comments

When a notice of award is received and the researcher wants to submit an existing biological or animal protocol with a new project title to the IRB for approval, can animal facility staff or even the researcher add the new title to the existing protocols through UTSTART? No. Modifications must be done through IRIS.

For new investigators with a start-up package, will those funds be loaded into UTSTART? That feature will be added eventually, sometime after the initial roll-out.

Will there be differences in the way the system handles a monitored contract for research conducted outside of UTHealth versus contracts for research being conducted at UTHealth? This is supported in the UTSTART system. There should not be differences in how the system handles monitored contracts.

If a contract supports a faculty member’s salary, as well as revenues for the department, is this information available in the new system? Yes.

How up-to-date will the financial tracking information be? Changes in the system occur overnight.

Will there be integration with commercial IRBs for industry sponsored or multicenter trials? The system likely will not be integrated with outside IRBs. But SPA will use IRIS to gather any needed information about a project, rendering integration with outside IRBs unnecessary.

Committee On Committees (COC). Dr. Nathan Carlin requested nominations for the COC. Four names were submitted, Rhashedah A. Ekeoduru, MD, Rachael Sirianni, Ph.D., Michael J. Snyder, MD, and David Volk, Ph.D. Electronic ballots will be emailed to all senators next week.

REPORTS

Faculty Affairs Report. Dr. Morano announced that the Women Faculty Forum and Office of Faculty Affairs are accepting nominations for the Annual Women Faculty Forum Excellence Awards in Research, Clinical Science, and Rising Star. The Research and Clinical Science awards are designated for faculty at the rank of Associate Professor or higher. The Rising Star award is designated for faculty at the rank of Assistant Professor. The deadline to submit nominations is March 25, 2019. The Women Faculty Forum has scheduled a Spring Round Table, Tuesday, April 23rd, 4:30 pm- 6:00 pm, in the 5th floor gallery. The three topics are 1. presentation skills, being assertive, and pursuing leadership roles, 2. emotional wellness, and 3. choices and prioritizing how to say no.

OLD BUSINESS

Update on Vacation and Holiday Scheduling. Dr. Carlin reported that 15 out of 23 departments reported no issues with their respective vacation and holiday scheduling policies. Five departments reported dissatisfaction with the current department policy and three additional departments likely have concerns that will need to be addressed. For those departments in which issues with the policy were raised, Dr. Carlin would like the senators designated to take the lead on scheduling concerns to meet with the other senators in their departments to discuss solutions and submit them to the Faculty Senate by May 1st. Drs. Carlin and McNeil will then meet to determine whether the proposed solutions are feasible, and schedule meetings with DMOs to discuss. Dr. Carlin mentioned the “Three Ideas” and asked Dr. Kenya Parks to share her vision for having a means for submitting suggestions and comments online.

Three Ideas. Dr. Parks asked if senators are interested in having a means for submitting suggestions and comments online since it is sometimes a challenge to have more interactive discussion during senate meetings.

Questions/Comments

Dr. George Williams mentioned that the university has converted to an updated version of WordPress, which should allow us to create a blog or listserv for the senate. Darla Brown confirmed the website was updated and stated we could look further into the steps needed to create a blog. She also proposed that ideas be submitted via email instead of an online forum in order to maintain privacy.

ANNOUNCEMENTS

- a. Please share our new admissions video: <https://youtu.be/raidcMtlbM>.
- b. Please be on the lookout for the Faculty Interest Form, to be distributed in April, regarding the Committee on Committees.
- c. If you are interested in serving as Secretary-Elect or Chair-Elect next year, please email Dr. Carlin. The Chair-Elect position should be a basic scientist.

The meeting adjourned at 5:22 p.m.

Next meeting April 18, 2019, 4:30 pm
Dr. Nate Carlin – Chair
Dr. Bethany Williams – Secretary
Dr. Kenya Parks-Chair-Elect
Dr. Rashedah Ekeoduru – Secretary-Elect
Dr. Monica Verduzco-Gutierrez – Past Chair 2017-2018

<https://med.uth.edu/faculty-senate/>
ms.facultysenate@uth.tmc.edu

Minutes approved by the Faculty Senate on 4/18/2019
Minutes submitted by Dr. Bethany Williams, Secretary