

Minutes of the McGovern Medical School Faculty Senate

Thursday, November 15, 2018 4:30 p.m.
MSB 2.103 & LBJ UT Annex 217 Auditoriums

CALL TO ORDER

Dr. Carlin brought the meeting to order at 4:36 p.m. A quorum was present.

WELCOME

Dr. Carlin welcomed the new Senators.

Approval of Minutes. The minutes from October 2018 were approved unanimously.

REPORTS

Faculty Affairs Report. Dr. Morano reported that several months ago Faculty Affairs began searching for additional opportunities to develop leadership programming. Faculty Affairs has collaborated with the Office of Diversity and Inclusion to send women and underrepresented minority faculty to the AAMC leadership conferences in the past three years, nearly 40 in total. Faculty Affairs is currently offering faculty the opportunity to attend the Leadership and Management Foundations for Academic Medicine and Science conference. Departments may nominate one individual. Faculty Affairs will sponsor three to four individuals to attend. Faculty Affairs will be responsible for payment of the registration fee, while departments will pay for flight and hotel. Dr. Morano announced the Career Roundtable being hosted by the Women Faculty Forum on Monday, November 19, 2018, from 4:30 pm-6:30 pm in the MSB 5th floor Gallery. A symposium celebrating International Day of Women & Girls in Science will be held Monday, February 11, 2019, from 4:00 pm-6:30 pm. Professor Joan Bennet, Rutgers University, and distinguished women faculty from MMS are scheduled to speak.

Questions/Comments

Will the announcement about the leadership conference be emailed to faculty? An announcement has already been sent to all faculty.

Dr. George Williams previously attended one of the leadership conferences sponsored by Faculty Affairs. He commented on the benefits of the leadership training offered through these conferences for those interested in advancing their careers in academic medicine and encouraged faculty to apply.

OLD BUSINESS

Updates from Chair. In September, Dr. Carlin encouraged Senators to email him with ideas or

problems that the Senate might address. He indicated that the presenters for today's meeting were asked to present in response to concerns brought to him by Senators. Also, Dr. Carlin discussed areas in which the Senate has successfully responded to Senators' requests so far this fiscal year. Representatives from the TMC were contacted by Dr. Nancy McNiel about the trash strewn about Garage 7 and cars being parked over the line. In response, TMC has cleaned up the trash and is enforcing parking violations. Additionally, Harris Health System mandated that all physicians, including those who are native Spanish-speakers, complete a bilingual certification course. One of the Harris Health providers brought a complaint about this policy to the Faculty Senate and to Harris Health. The individual met with representatives from the Harris Health System legal affairs department and the requirement for the certification was modified. The Learning Environment and Professionalism Task Force will be co-chaired by Dr. Renee Flores and Dr. Allison Ownby. The task force will be a joint effort between the Senate and the Office of Educational Programs.

NEW BUSINESS

IT Security Update. Salman Khan, Manager IT Security, presented on the VPN issues with Memorial Hermann Hospital (MHH). MHH has mandated that all UTHealth computers be disconnected from their network. Mr. Khan has spoken with different departments about the impact of the new policy and is in discussions with his counterparts at MHH to find solutions. Implementation of the policy will be delayed until a meeting is held with MHH IT Security (ITS) and other administration officials. Also, Aventail, the old VPN client, continues to work at MHH. The new VPN client, F5 Big, does not work with MHH's network, but UTHealth ITS is working with MHH ITS to whitelist the new VPN client. The change to F5 Big from Aventail was prompted by the exorbitant cost for increasing the number of licenses available during Hurricane Harvey. F5 Big allows for an increase in licenses at a lower cost. A mass email sending reminder will be implemented by UTP following three instances of mishandled PHI through mass emailing in the last six months. Emails sent to more than 10 external recipients will receive the reminder before the email can be sent. Two-factor authentication will be required to login to Tiger Text starting in December. The 'Remember Me' feature can be selected and will be active for 1 year. A new phishing program for students will start next week.

Questions/Comments

Did MHH give indication of a motivation for the new policy? Our computers are not as secure because we are an academic institution. MHH wants more security restrictions on their network. UTHealth ITS is working to educate MHH ITS and administration on the measures already in place to make UTHealth computers secure.

Does F5 Big work for those trying to remotely access the UTHealth network from home-based/personal computers? Yes. Aventail will also continue to work, as the termination of Aventail has been delayed until the issue with MHH ITS is resolved.

A faculty member commented that he is unable to connect from home to the UTHealth network using the F5 Big VPN client.

Is there a mechanism for sending legitimate mass emails to patients? Contact Tracy Fry-Longoria's group or your practice manager to discuss before sending mass emails to patients. Also, refer to the UTP policy for sending mass emails to patients in a secure fashion.

Mr. Andrew Casas, COO and Senior Vice President of UTP, reiterated that internal mass email messages will not be flagged, only those sent externally.

Login to UT-Share through remote access to facilitate sign-in for various activities is complex and cumbersome. Can the 'Remember Me' feature be set to 1 year to create a less cumbersome login process? Mr. Khan will look into the date range for Google applications, which tends to be more restrictive than other applications used at UTHealth.

Is there a faculty member who functions as a liaison between faculty and ITS? Yes, there is a group that meets monthly with ITS and MSIT. Dr. Pedro Mancias is the faculty liaison.

UTHealth Office of Research. Dr. Amy Hazen, Associate Director, Shared Research Resources, presented on the Research Service Centers and resources available through these facilities. Details can be found at <https://www.uth.edu/research/>. Dr. Hazen reported that the facilities are highly technical, have state-of-the-art equipment, and are staffed with individuals with a high level of expertise in their areas. A fee is charged for some services. iLab Solutions is used to schedule time to use equipment and submit payment using chartfield strings assigned to the faculty member (<https://uthealth.corefacilities.org>). If the cost for services is provided through a funding source not in the faculty's name, email Dr. Hazen to arrange for payment to be made from that particular source. The core directors are available to assist with methodologies for grants and write letters of support for grants. UTHealth has a MOU with other institutions in the TMC to use their facilities at the internal cost to the faculty on those campuses.

Conversation on Holiday Schedule and Vacation. Dr. Carlin is seeking input from Senators about the policies for each department with regard to holiday schedules and vacations. He asked that Senators email him after the meeting. He has met with Drs. Morano and McNiel and Dean Stoll and all are supportive of finding a solution. Mr. Casas and Mr. Dillon will be invited to discuss the schedule with the Senate in the future. Dr. Carlin would like closure on this matter by August 2019.

Questions/Comments

Several faculty discussed their respective departmental policies. Concerns raised include:

- Inconsistencies in departmental policies from year to year.
- Expectations for which days the faculty will work (e.g., usual clinic days only), the number of hours spent in clinic, and patient load, as well as penalties for not working skeleton days (e.g., having to use vacation days during skeleton days).
- Will clinics be open or closed during skeleton days? Congruence with UTP's holiday policy?
- Should there be a universal policy across departments?
- Department divisions should decide coverage for holidays, for example, whether providers will be in clinic or only on call.
- Why do the UTP and UTHealth holiday schedules differ?
 - Mr. Casas responded that the UTP schedule is the same every year. UTP staff do not have skeleton days. They would have to take PTO to be off during the UTHealth skeleton days. At times, staff prefer not to use PTO or do not have enough hours banked. Some departments consolidate clinics during holidays and reassign staff accordingly for those days. UTP is a service organization that responds to patient demands.

- Faculty who work on weekends do not receive holiday comp time. Some departments offer additional financial compensation, but not all departments.
- When faculty take vacation time, we are still expected to open an additional clinic to compensate for the closed clinic. Some patients are scheduled months to a year out. This creates difficulty with scheduling vacation time well in advance, before patients are put on our schedules and need to be bumped. UTP might consider automatically closing schedules on those days in which there is a trend for faculty to take vacation time and request that faculty ask for those days to be opened if they plan to work.
 - Mr. Casas stated that clinic days are expected to be made up if patients are bumped to accommodate vacation days. UTP will not automatically close provider clinics. Providers must submit a close clinic form to have clinics closed. UTP's schedule is consistent with that of the organization's competitors. Advanced planning by departments and faculty tends to reduce the likelihood of issues during holiday/vacation times.
- The UTP calendar can be found on the UTP Intranet.

An inquiry was made into the status of the officer elections. Dr. Rhashedah Ekeoduru ran unopposed and is Secretary-Elect. Drs. Parks and Williams are running for Chair-Elect. A link to the election ballot will be sent after this meeting.

The meeting adjourned at 5:20 p.m.

Next meeting December 20, 2018, 4:30 pm
Dr. Nate Carlin – Chair
Dr. Bethany Williams – Secretary
Dr. Rhashedah Ekeoduru – Secretary-Elect
Dr. Monica Verduzco-Gutierrez – Past Chair 2017-2018

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