

**Interfaculty Council Meeting Minutes – FY 2025**  
**November 20, 2024 | Via Zoom**

**Present:** Ross Shegog, Bethany R. Williams, F. Kurt Kasper, Deborah (Debbie) Cline, Francine K. Snow, Robert Coghlan, Vuong Trung-Tran Prieto, Shane R. Cunha, Zheng (Jake) Chen, Andrea N. Taylor, Barbara Orlando, Erin Fox, Gazala Siddiqui, Gurur Biliciler-Denktaş, Harnoor Singh, Julie Gutierrez, Linh P. Bui, Rehal A. Bhojani, Zi Yang Jiang, Luca Giancardo, Sahiti Myneni, Tiffany Champagne-Langabeer, Yejin Kim, Esther O. Kuyinu, Ryan Vahdani, Yonca Korkmaz-Ceyhan, Eric C. Jones, Paul J. Rowan, Lisa Cain

**Absent:** Carrie A. Bakunas, Matthew (Matt) L. Baker, Yun Hang, Yun-Xin Fu

**Ex Officio Members:** Kevin A. Morano, Senior Vice President of Academic and Faculty Affairs, and Dr. Lisa D. Cain, Associate Vice President of Faculty Affairs and Development.

**Administrative Personnel:** Yasmin Chebaro

**Guests:** Monica Guidry

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**I. Welcome and Approval of Minutes**

***Dr. Ross Shegog, IFC Chair FY 2025***

- Ross Shegog welcomed everyone and noted the Thanksgiving edition of the meeting.
- The minutes from the previous meeting were approved.

**II. Announcements**

***Dr. Lisa Cain, Associate VP for Faculty Affairs and Development***

- Dr. Cain announced the President's Scholars Awards and encouraged school submissions.
- She provided updates about the Faculty Affairs and Development Wellness Committee – currently co-chaired by Drs. Robin Dickey and Nahid Rianon before passing leadership to faculty members.
- Dr. Cain highlighted the collaboration with the Chief Information Officer.
- She mentioned the upcoming high-profile speaker and sought input from the Interfaculty Council on campus-wide programming for faculty development.
- Dr. Cain discussed the Professional Wellness Assessment (PWA) survey and the Interfaculty Council's survey plans, emphasizing timing and coordination. She also provided details about the contracts related to the surveys, including the financial support from UT System and UTHealth Houston.
- Bethany Williams asked about the PWA survey timeline. Dr. Cain said contracts should be finalized in 2-3 weeks, with the survey disseminated in 2025, pending higher administration approval. The contract covers duration, price, content, and administration, with institutions having data access and opt-out options.
- Monica Guidry said that her department will help give resources to address the survey results.
- Dr. Cain shared that she's developing a PI Leadership training program. More info to come.

**III. Guests**

***Monica Guidry***

- Monica Guidry, Senior Advisor EAP and Wellness:
  - Monica Guidry highlighted the Employee Assistance Program (EAP)'s gold distinction and the resources available to faculty members.
  - She also discussed the University Federal Credit Union (UFCU). It is located at UCT. Elizabeth Brantley is our retail manager. The credit union offers financial products like loans, savings accounts, and counseling services to help manage finances and reduce stress. The credit union supports broader initiatives for mental health, wellness programs, and financial education

**IV. Unfinished (Old) Business – Bylaws**

***Dr. Kurt Kasper***

- Background: The bylaw amendments have been on the agenda for two years, reviewed by two ad hoc committees.
- Amendments cover representation of the new 7th school, the School of Behavioral Health Sciences. If it lacks faculty governance, it will be represented like GSBS.
- Additional amendments were made dealing with inclusive pronouns and branding. The IFC approved those amendments, and they were moved on to the Office of Legal Affairs, which provided further feedback that resulted in more minor amendments.
- At this stage, there are 2 pending items that remain to deal with GSBS and the selection of their representatives to the IFC. We are waiting for GSBS leadership to provide the process they're using for selecting their representatives.

**V. New Business**

***Dr. Ross Shegog***

- Upcoming meetings: December – Dr. Morano and the state of UTHealth; January – Dr. Colasurdo; February – Scott Forbes and legislative session
- President Election – there are 3 members representing the IFC in the selection committee. There's also a list of potential reps that include the Executive Vice Chancellor, one dean, one student, the president of the alumni association, one non faculty employee, and more.
- Dr. Shegog showed the IFC's position within the Office of the Senior Vice President of Faculty and Academic Affairs and welcomed invitations to others from the org chart.
- He talked about the 3,000 series and how the Executive Vice Chancellor for Academic Affairs, Dr. Archie Holmes, is completing a review of the policies related to the Regents rules regarding: leave, faculty appointments and titles, notice of non-renewal to non-tenured track members, faculty termination. He encouraged the IFC to review the policies and make comments.
  - Francine Snow commented on the short turn around time to provide feedback (deadline December 9)
  - Bethany replied that Archie was under time constraints.
  - Dr. Coghlan said he'll read the entire document, and Dr. Shegog encouraged him to take notes.
- There was a discussion about the inconvenience of late one year contracts for faculty.
- Dr. Shegog mentioned the recent HOOP review regarding indirect costs and cost sharing, conflict of interest, and academic titles. He welcomed the IFC to make comments.
- He invited everyone to submit headshots.
- He talked about the 3 subcommittees and shared summaries of each. The immediate charge is to sign up.

**VI. School Reports**

- Dr. Shegog encouraged standardizing school reports to include updates on enrollment, administration, leadership, new appointments, faculty senate topics, and recent accomplishments. This will aid in creating reports for the Faculty Advisory Committee in Austin.
- There was no time in the meeting for each school to deliver their reports.

**VII. Adjournment**

***Dr. Ross Shegog***

The meeting adjourned at 1:24 PM. The next IFC meeting is scheduled for January 15, 2024.

Submitted by Dr. Yasmin Chebaro