

College of Health Professions Executive Committee – Meeting Record

DATE	May 12, 2016	FACILITATOR	Susan Long	LOCATION	Winters Conference Room, Administration West Building
TIME	8:30-9:30 am	RECORDER	Deborah Taylor	GUESTS	Jan Shorey

ATTENDEES (✓ INDICATES ATTENDANCE)

✓ Tony Baker	✓ Mitzi Efurd	✓ Karen Hunter	✓ Douglas Murphy	✓ Mark Wallenmeyer
✓ Danny Bercher	✓ Phyllis Fields	✓ John Jefferson	✓ Nannette Nicholson	✓ Bill Woodell
✓ Erna Boone	✓ Reza Hakkak	✓ Trish Kelly	✓ Cindy Saylor	✓ Tim Rinehart
✓ Lori Williamson Dean	✓ Suzanne Hansen	✓ Susan Long	✓ Kathy Trawick	

AGENDA

MEETING RECORD

Time	Item	Presenter	Main Points / Discussion
8:30	I. Announcements	Varies	<ol style="list-style-type: none"> 1. Hooding Ceremony for master's and doctoral graduates and faculty, Thursday, May 19, 5:30-6:30 pm, UALR Stella Boyle Smith Auditorium 2. Graduation Celebration Brunch for graduates, their family and friends, and CHP faculty and staff, Friday, May 20, 10:00-11:30 am, Administration West Lobby and Portico 3. Commencement, Saturday, May 21, 3:00 pm – Faculty expected to attend; participants should arrive at 1:00 pm to accommodate new security procedures Link to FAQ: http://healthprofessions.uams.edu/files/2016/04/2016-Commencement-CHP.pdf 4. Recruitment brochure progress – pending the dean's approval, most brochures should go to programs for final review by May 18; anticipated completion date is June 1 5. Save the date for the CHP Faculty Showcase on Wednesday, July 13, tentatively 9:00 am to 4:00 pm. Additional details to come. Contact Mary Ellen Nevins or Susan Long with any questions.
8:40	II. Introductions		EC members introduced themselves to Dr. Shorey
	III. UAMS Faculty Service Center	Jan Shorey	<p>Handout</p> <p>Dr. Shorey gave a brief overview of the new UAMS Faculty Service Center, which originated with the COM Office of Faculty Affairs. She and her staff will be working to connect all faculty to resources. The link to the COM Faculty web site is the best source of information about what they've done in the past for COM – and a menu of sorts of what they hope to be able to do for all the colleges: http://medicine.uams.edu/faculty/</p> <p>Construction on the Faculty Center web site will begin soon and will take a few months to build the content of the new site. There will be components that should be useful to all UAMS faculty, and there will be links to specific information that already exists within the web sites of each college. The Intercollegiate Faculty Council will be their first "vital critics" of the site. As soon as it is ready for faculty access, Dr. Shorey will be back in touch to ask for our help in getting the word out to all CHP faculty.</p>
	IV. UAMS Child Development Center Campaign	Jan Shorey	Handouts
9:00	Adjourn		

ACTION PLAN

Action Item	Owner	Target Date
Promotion and Tenure Guidelines – Incorporate suggestions into revised guidelines for presentation to faculty	Douglas Murphy	
College Planning Process – Set future “workshop” dates during EC and retreat in summer	Douglas Murphy / Deborah Taylor	
Fall Enrollment Process – Review of updated enrollment procedures	Clinton Everhart	June 2 or June 9
Recruitment brochure progress	Douglas Murphy	June 1
Introduction of the OSPAN (Office of Sponsored Programs Administrative Network) Team 1	Renee Rains	After July 1
Collect information on CHP’s diverse and unique needs for the new UAMS Faculty Service Center	Jan Shorey	TBD

Faculty Needs – articulated at the March 3, 2016 ICFC Retreat

After reviewing the notes taken from the Intercollegiate Faculty Council Retreat it was clear that Mentoring was the top priority.

1. Mentoring: menu of potential programs – and the “horse power” needed to make each model most effective; mentoring “etiquette”

There were several other needs that surfaced during the retreat but we need your help prioritizing them. In each box below, please rank the options in the order of importance as you see them for your college. 1 will indicate the highest priority and 15 will indicate the lowest priority. Beneath many of the items you will see bullets with more specific information about that particular need.

	Better cataloging & advertising of faculty development offerings that take place all across UAMS
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- New web site (Show ICFC the infrastructure – seek their input in the near future)
- Need ideas about best ways/means of advertising to all faculty

	Help Senior Faculty:
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- Stay engaged in meaningful work – that their department needs done
- Step down their time and effort; salary steps down commensurately
- Financial planning for retirement (partner with UAMS HR)
- Emotional panning for retirement
- Menu of avenues to continue to connect/contribute to College/UAMS in retirement
- Menu of avenues to connect with meaningful activities in the Little Rock Community

	Financial planning sessions by Fidelity and TIAA-CREF tailored specifically for faculty
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	Education for educators – (specific sorts of faculty development for educators)
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- Catalogue and partner with existing programs on campus to enhance advertising to faculty
 - Educators Academy
 - Teaching Scholars Program
 - COM Medical Education Grand Rounds
 - What else?????
- Help clinicians become scholars (see Teaching Scholars Program as a great example; also small learning communities within departments – J. Clardy’s group as an example)

	Research Skills (faculty development)
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- Partner with Translational Research Institute (TRI)
- Larry Cornett and Linda Williams

	Research collaborations in science and education faculty – developing communities of interest
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- Strong focus on Junior Faculty
- Partner with TRI
- Partner with ?whom for education research
- Help advertise PROFILES and help all faculty members polish their respective PROFILES page

	FacFacts build-out so that “the right people” can easily create needed faculty rosters- timeline?
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Faculty on-boarding and orientation (partner with UAMS HR)

Opportunities to join UAMS-based professional organizations – help advertise these

- Personal invitation help foster interest and sense of welcome
- Faculty Center will improve on the process of making the WFDC email distribution list
- UAMS Women’s Faculty Development Caucus
- What else?

Promotion and Tenure – support faculty through the process

- What are the needs in each College?
 - Is the P&T document contemporary and clear?
 - How are newly hired faculty encouraged to read the P&T document
 - Do most faculty members understand the criteria? Know how to demonstrate having fulfilled them?
 - Do most faculty members know how the college P&T committee does its work?
- Demonstrate the COM P&T database to the ICFC

Wellness Opportunities

- Better advertise the UAMS Faculty Wellness Program – web site and Director of the Faculty Wellness Program’s services
- Long-term: Wellness Working Group – with a budget

Advertise the services of UAMS HR availability to help faculty directly, and to help departments deal with faculty challenges (partner with UAMS HR to develop the list)

Faculty Evaluation Process(es)

- Assure a consistent process, at least consistent within each college
- Chair training in having effective “difficult conversations” – setting expectations, and giving data-driven feedback when expectations haven’t been met; creating remediation plan; articulating consequences of continued unmet expectations
- Documentation

Faculty Grievance Process

- Partner with HR – when will HR handle a faculty grievance, and when will a senior administrator within a college handle a faculty grievance?
- Improve website on this topic

Mediation Services

- Advertise existence of Mediation Center
- Assist in getting a least one senior faculty member in each college trained as a mediator



NEED

- ▶ At UAMS, total dependents number 6,700 and of those, more than 1,300 are under the age of five. Many of our employees are parents, including couples who are both employed within the university.
- ▶ Younger professionals expect institutions to assist in balancing family and work responsibilities through flex time, job sharing and on-site child care.

BENEFITS

- ▶ Help recruit & retain great people, across all roles of the institution
- ▶ Increase faculty and staff engagement – we care about our people and their families
- ▶ Reduce absenteeism and tardiness
- ▶ Enhance patient safety - staff & faculty members can better concentrate, knowing their child is safe and well cared for during the work day
- ▶ Provide first class childhood development programming and support the children of the UAMS family - TEAM UAMS

SCOPE

- ▶ Accommodate 197 children ranging in age from 6 weeks to 5 years

FUNDING - TOTAL of \$5M

- ▶ Generate \$2.5-3M
 - UAMS Senior Leaders and highly compensated faculty & staff to raise \$1.5-2 million internally
 - Coca Cola Pouring Rights - \$1.1M over 7 years.
- ▶ Community Donors – Several have expressed interest provided there is support from the UAMS leadership
- ▶ The entire UAMS Team





UNIVERSITY OF ARKANSAS
FOR MEDICAL SCIENCES

Proposal

to

Executive Committee of the
UAMS College of Health Professions



Meeting the Needs of Those Who Care for Others

The University of Arkansas for Medical Sciences

As Arkansas' only academic health sciences center and one of the preeminent health centers in the South, the University of Arkansas for Medical Sciences provides 549,520 annual outpatient visits statewide, with nearly 60,000 emergency department admissions. Patients from all 50 states and 52 foreign countries seek our world-class care.

UAMS trains the majority of our state's physicians, health care professionals and research scientists. More than 3,600 students and medical residents are enrolled in our 73 degree and certificate programs. Research funding totals near \$104 million and UAMS ranks in the top 18% of all U.S. colleges and universities in research funding from the federal government.



Our Challenge



Workforce issues: In recent years, access to affordable, quality child care on university campuses has become a top issue among administrators and faculty leaders intent on recruiting and retaining the best faculty, staff and students.

Expectations of faculty members are changing: Recent studies have shown a link between women with child care responsibilities and

diminished career success, as measured by their promotion rates, tenure status and satisfaction with their personal lives. Young families struggle with quality care for young children as women become the majority of the American workforce. Working adults are also increasingly sandwiched between generations—confronted with the challenges of caring for both young children and elderly parents. Meanwhile, generational studies point to a culture shift in career expectations. Younger professionals expect institutions to assist in balancing family and work responsibilities through flex time, job sharing and on-site child care.

Students, staff members, and faculty members are affected: It's the same for the hard-working physicians, scientists, caregivers, students and trainees at UAMS. Child care continues to surface as a significant concern in meetings across campus, student and resident gatherings, leadership conversations and in exit interviews, according to Jeannette M. Shorey II, M.D., Associate Provost for Faculty.



Little Rock child care market is tight: Men and women indicate that reliable, quality child care is important to their work. At the same time, we know from market analysis research that Central Arkansas has one of the tightest child care markets in the country. It is difficult for parents to find high quality day care facilities near UAMS.

Our Solution - The UAMS Child Development Center



UAMS is initiating the building of a brand new Child Development Center. This state of the art facility will be dedicated to the children of UAMS employees and students. The center will be located on the UAMS campus and it will include a playground, easy drop off/pick up and site parking for daytime visits. The center will accommodate 197 children ranging in age from 6 weeks to 5 years.

Our employees must balance work and family commitments. Many struggle to find quality care for their children. The UAMS Child Development Center is the solution. Giving our employees peace of mind in regard to the care of their children will enhance clinical care, teaching and research being conducted every day at UAMS.

“With children nearby and well cared for, each member of our staff can concentrate fully on their work to improve the health and healthcare of Arkansans,” says UAMS Medical Center CEO, Dr. Roxane Townsend.

UAMS is committed to the well-being of our employees and their children. It is anticipated there will be an annual, modest financial need within the Center which will be offset by increases in productivity and retention. Construction of the Center must be driven by philanthropic support. We will raise \$5 million to construct, furnish and launch the daycare center.

We are confident the UAMS Child Development Center will

- enhance employee recruitment
- reduce turnover rates by 10% for those employees with children in the Center
- increase employee engagement and satisfaction
- reduce absenteeism and tardiness by 10%
- and most importantly, provide quality child care and early childhood development for the children of UAMS



National statistics indicate that the average parent employee misses 8-9 days of work per year due to the breakdown in childcare arrangements. Having access to childcare on campus will lead to UAMS employees missing fewer days of work and as a result, could result in absenteeism savings of more than \$125,000 annually across campus. In addition, the estimated

197 Children
Infant & Toddler – 7 Classrooms
Lower Preschool – 4 Classrooms
Upper Preschool – 3 Classrooms

turnover rate for UAMS employees in 2014 was 15%. On average, the cost to replace an employee ranges between \$50,000 and \$63,000. By improving retention, the UAMS Child Development Center could potentially result in an additional savings of over \$183,000 in turnover costs.

Who Benefits? We All Do!

“Who benefits? We all do, especially our children! Each of us as employees, whether or not we have a child in care, our students, our patients and most importantly, the children of UAMS,” says UAMS Provost, Dr. Stephanie Gardner.

So will the future patients of the physicians and health professionals we train. Health care workers contribute to our society by taking care of others on a daily basis while often facing difficulties in caring for their own families. We asked many of you as faculty, staff and students about your daycare needs. Here’s what a few of you told us:



You are invited to be a part of the Solution

To accomplish all that we do at UAMS, we must attract and retain the very brightest students and the most accomplished faculty and staff. Our employees are dedicated to the UAMS mission and the people we serve – and we are committed to providing a family-friendly workplace that meets their needs.

We seek the engagement of the UAMS internal family and community philanthropists who, like you, are concerned about the welfare of our children and the education of Arkansas' health care professionals. You can forever positively impact the children of UAMS. Your gift to establish the UAMS Child Development Center is an immediate benefit and a lasting legacy. Many opportunities for naming or honoring an area after a family member, respected colleague, or company will be available at a variety of gift sizes.

Gifts may be made through payroll deduction, check, or stock transfer. Gifts can also be pledged over a multi-year period.

Thank you for your consideration of this opportunity!

For more information contact:

Dr. Jeannette M. Shorey II
Associate Provost for Faculty
shoreyjeannette@uams.edu
501.526.4661

Brigitte M. Grant
Associate Vice Chancellor
Institutional Advancement
bmgrant@uams.edu
501.526.7197



UAMS Gift and Pledge Form

UAMS Child Development Center



UNIVERSITY OF ARKANSAS
FOR MEDICAL SCIENCES

Please return completed form to:
UAMS Institutional Advancement 4301 W. Markham Street, #716, Little Rock, AR 72205 or fax to 501-686-5067

PERSONAL INFORMATION

FIRST NAME _____ MIDDLE INITIAL _____ LAST NAME _____
PREFERRED NAME/NICKNAME: _____ EMAIL ADDRESS _____
ADDRESS _____ CITY _____ STATE _____ ZIP CODE _____
CELL PHONE # _____ OTHER PHONE # _____
ON BEHALF OF (family/company/organization): _____

Affiliation with UAMS: Friend Grateful Patient/Family Alumni Student Employee/Retiree COM Faculty (FGP Match)

MY GIFT to support the UAMS Child Development Center is:

\$5000 \$1000 \$500 \$100 \$ _____

METHOD OF PAYMENT (check one)

Check (payable to the UAMS Foundation Fund, you can note the UAMS Child Development Center in the memo line)

Credit Card #: _____ Exp. _____ Security Code _____
Card Type: (check one) Visa MasterCard Discover American Express
Name as it appears on card: _____

Pledge

My gift amount is noted above. I have paid \$ _____ today for my first payment and will pay the remaining pledge balance in _____ installments of \$ _____ on a Monthly or Quarterly or Annual basis.
Multi-year pledges can be made up to five years. You will receive pledge reminders.

Payroll Deduction (for UAMS employees)

____ I am paid every 2 weeks OR ____ I am paid once a month

I pledge the following amount to be deducted from my paycheck each pay period:

\$5 \$10 \$15 \$25 \$50 Other \$ _____

Total Pledge Amount \$ _____*

(Amount per pay period x # of pay periods = Total Gift Amount)

I wish to make a charitable gift to The University of Arkansas Foundation, Inc. for the benefit of UAMS as designated above and according to the payroll deduction information stated herein.

Signature Required: _____

** The deduction from your paycheck to pay your pledge will begin within 30 days after your pledge has been made and will be reflected on your paycheck stub.*

TRIBUTE INFORMATION (IN HONOR or IN MEMORY)

My gift made is in honor or memory (check one) of: _____

Please notify the following person(s) of my gift (amounts are not shown): Name(s): _____

Address: _____ City: _____ State: _____ Zip: _____

If additional acknowledgements are needed, please attach list of names and addresses to this form.

ADDITIONAL INFORMATION

My employer _____ will **match my gift**. If you or your spouse, work for an organization that has a matching gift program, you could double or triple your gift. Please contact your employer to inquire about such a program.

Please include me in **email communications**. I understand that I can opt out at any time.

I have **included UAMS in my will** or estate plan.

Please send me information about **planned gifts** and how to include UAMS in my **will and other estate planning** documents.

Please do not include my **name in a donor honor roll** or other recognition publications.

Thank you for your gift!

The UAMS Foundation Fund is a sub-organization
of The University of Arkansas Foundation, Inc., a 501(c)(3) non-profit corporation. (Tax ID # 71-6056774)

08/2015