**McGovern Medical School at UTHealth Houston Faculty Senate**

**Thursday, September 19, 2024 at 4:30 PM**

**Zoom Meeting**

1. Call to Order

The meeting was called to order at 4:35 pm with a quorum of members present.

2. Housekeeping

a. Review of Faculty Senate rules and responsibilities. Attendance rules (attend a minimum of 60% of the monthly meetings) were reviewed. Dial-in attendees must email Valerie Guerrero with their call-in number for proper identification. Please remain muted unless speaking, and the chat will be monitored for questions. If you anticipate an absence, reach out to Valerie Guerrero to excuse it.

b. Senate Chair Transition. Dr. Summer Ott welcomed Drs. Erin Fox and Matthew Baker as the new Chair and Secretary, respectively. Dr. Ott was recognized for her work as the previous Faculty Senate Chair and presented a gavel. Dr. Barbara Orlando was also welcomed as Chair-Elect and Dr. Amber Campbell was welcomed as Secretary-Elect.

3. Approval of Minutes – July 2024

Minutes approved at 4:40

4. Reports

a. Faculty Affairs Update. Dr. Nahid Rianon, Associate Dean for Faculty Affairs, briefly presented information about IPP (Individual promotion plan) and advised to start preparing the IPP early and contact faculty affairs about any questions relating to IPP. Dr. Rianon also mentioned that the mentoring program, in its 4th year, would be starting soon.

b. Interfaculty Council Update – Dr. Fox gave a brief overview of the interfaculty council, describing it as similar to the MMS Faculty Senate except encompassing all schools at UTHealth Houston. There were 2 IFC meetings this summer where changes to IFC bylaws were proposed, titles were made more consistent, more inclusive language was added and additional flexibility in language was added for future UTHealth Houston schools. On August 21, the IFC selected the chair elect and an announcement will be made soon. Subcommittee reports also gave reports and included a discussion on the status of shared governance.

5. New Business

a. Navigating Effort Certification – Hung Huynh, Senior Sponsored Projects Time and Effort Coordinator, and Carmen Martinez, Senior Director Grants and Award Management, Sponsored Projects Administration, updated the Faculty Senate on effort certification. Pre-review began on Sept 16 and effort certification begins October 1st and lasts until October 31st. Escalation begins 3 days later. Hung discussed data validation, compensation compliance monitoring and training. Effort commitment is derived from UT Start and corrections must be done in Start through departmental SPA representative. Compensation must be commensurate with effort, with no more than 1% variance. A new system is rolling out to track key personnel effort and monthly effort reports for each project

b. Women Faculty Forum Introduction – Johnson George, Assistant Dean of Administration and Faculty Affairs, presented the information about the Women Faculty Forum. He advised that they advocate for women faculty at MMS and have multiple events including the Fall networking event, round table discussion, excellence awards in research and clinical science, International Day of Women program and girls in science symposium.

6. Announcements

a. 7th annual Symposium on Aging Research on October 16, 2024. Registration: <https://lp.constantcontactpages.com/ev/reg/3q3qy4r>

b. UTHealth Houston Institute for Stroke and Cerebrovascular Diseases is set to host the 15th annual Yatsu Day Symposium on October 4, 2024 at the Cooley Center focusing on the integration of AI in health care. Registration: [www.eeds.com/live/641004](http://www.eeds.com/live/641004)

c. Sickle Cell Disease Symposium, September 28, 2024 at the MH Conference Center.

Registration: https://med.uth.edu/calendar/event/sickle-cell-disease-symposium/

Dr. Fox also asked the senators to mail her any announcements on upcoming events.

Dr. Ott reminded senators to take this information back to their constituents.

7. Adjournment time: 5:20 pm