

MUSC FACULTY SENATE

MEETING MINUTES

April 14, 2020 7:45-9:00 am
WebEx

1. Call to Order (*Kris Helke, DVM, PhD, President*)
2. Approval of March Minutes
 - Approved without objection.
3. President's Report
 - Quite a few changes since the March meeting:
 - Invited to attend the Provost Council meetings which are currently occurring three times per week and discussing updates and changes.
 - Salary cuts and layoffs on the hospital side; so far, that has not affected University but does not mean it will not.
 - In order for University to do this, they will need approval from governor or legislature, which is in recess.
 - Dr. Helke will get an update when she meets with Dr. Saladin this week.
 - Faculty Handbook Section 5.06 on Professionalism
 - Language was updated and will be sent to full faculty for comment.
 - This language will be added to Handbook after the Senate votes next month.
 - Let Dr. Helke/Ms. Holmes know if there are problems with the language.
 - Per the Governor, we are not coming back until at least 4/27/2020.
 - The Provost is putting together a document about the process for coming back.
 - Classes will be online for rest of semester.
 - Some summer classes are starting online, too.
4. Invited Presentation: *Susan Carullo, MBA, Telework Rules*
 - MUSC Policy for Remote Work/Teleworking:
<https://horseshoe.musc.edu/~media/files/hr-files/univ-files/policies/musc-enterprise-remote-work-policy-univ-approved.pdf?la=en>
 - MUSC Health Remote Work/Telework Request Form:
<https://horseshoe.musc.edu/~media/files/hr-files/univ-files/hr-forms/remote-work-agreement-request-form.pdf?la=en>
 - Information Solutions webpage for working remotely:
<https://horseshoe.musc.edu/everyone/information-solutions/working-remotely>
5. Invited Presentation: *Melissa Hortman, EdD, Telework Methods*
 - Presentation on Remote Working Tips and Tricks:
 - Link to presentation on Sway: <https://sway.office.com/9jZtXrxq81aOvaDu?ref=Link> .

6. Committee Reports

- Communication and Education (*Melissa Hortman, EdD*):
 - Leadership Evaluations: Close on April 20 at 5:00PM EST.
 - 455 individuals completed all of their evaluations (24%).
 - If anyone needs a link sent to them of where they left off, please feel free to email me (hortmanm@musc.edu).
 - There are no Town Halls planned at this time. Regular communication is coming from leadership on various topics.
- Governance (*E. Thomas Lewis III, MD*): Nothing to report
- Faculty and Institutional Relations (*Heather Holmes, MLIS, AHIP*): *Nothing to report*
- Institutional Advancement (*Kathryn Cristaldi, MD*): Nothing to report.

MEC rep (*Charles Andrews, MD*): Nothing to report.

7. Electoral Units Reports

- Academic Affairs Faculty (*Christine Andresen, MLS, MSIT*):
 - The Library is contributing to MUSC's COVID-19 response in a variety of ways:
 - **On-Demand Chat Service:** Ahead of the University's COVID-19 response, the MUSC Libraries launched a Live Chat service to respond to student, faculty, and staff requests for information in real-time, Monday to Friday, 8:00 am to 5:00 pm. Have a question about a library resource? Need help finding an article or book chapter? Having trouble accessing library resources remotely? Visit us online and look for the Chat is Online button at the top of the page.
 - **3D Printing PPE:** The Libraries' Digital Strategies and Innovation Team is working with physicians from MUHA's Anesthesia and Peri-operative Medicine Department to 3D print reusable face shields. Contact Erick Lemon at lemone@musc.edu for assistance with your 3D print needs.
 - **Documenting COVID-19:** The Waring History Library is spearheading a project to document the daily life of the university and our students, faculty, and staff. Historians of the future will want to know what it was like to experience these events, and what we did in response to the pandemic. The team invites the MUSC community to help document this unique experience in medical history. Individuals who are interested in sharing their stories, should review the [guidelines](#) for participation at: <https://musc.libguides.com/waring/services/reference/musc-covid19-archive>. Contact Dr. Brian Fors, fors@musc.edu for more information or assistance with getting started.
 - The library has developed a [guide](#) to provide resources that have been made freely available or accessible to MUSC users. Each tab indicates the provider that has granted access to a variety of different resources. More content will be added as resources and information becomes available.
- MUSC's (Academic Affairs Faculty's) Public Information and Community Outreach's Events:
 - Mr. Richard Jablonski, and Dr. Latecia Abraham-Hilaire, collaborated with SC ETV to feature our "Sea Change" Documentary. As part of the partnership between SC ETV and the State Department of Education, ETV televised the documentary "Sea Change" at 1:30 p.m. on Wednesday, April 8, 2020, on ETV HD. The documentary on climate

change, co-produced by MUSC PICO, is part of a package of “supplemental programming” that was aired to enhance the state’s Science and Social Studies curriculum. Viewers may visit <https://www.scetv.org/sea-change>.

- **Doctors on Call COVID-19: Calming Fear with Facts**, a Tele-Town Hall on April 12, 2020, will address how minority communities are being hard hit by the COVID-19 pandemic, in large part due to health disparities.
 - There will be a panel of experts to address ways to lessen the impact of COVID-19 in minority communities.
 - Please access the link to view the **Doctors on Call COVID-19: Calming Fear with Facts** Tele-Town Hall:
 - <https://www.facebook.com/Doctors-on-Call-109678350690571/videos/doctors-on-call-covid-19-calming-fear-with-facts/3085018788251633/>.
 - Dental Medicine (*Caroline Westwater, PhD*)
 - Health Professions (*Sandra Brotherton, PhD, MHS*):
 - Programs that begin in the summer (PT, OT, PA, AFN, and executive MHA) will start as scheduled. Both new and returning students in all programs will take their didactic courses in an on-line format. Clinical skills lab courses will be taught on the weekends in late summer once face to face interaction is allowed.
 - Medicine: Basic Science (*Michael Schmidt, PhD*)
 - Medicine: Clinical Science (*Nancy Demore, MD*): Nothing to report.
 - Nursing (*Teresa Stephens, PhD, RN, CNE*): Nothing to report.
 - Pharmacy (*Nicole Pilch, PharmD, MSCR, BCPS*)
8. Current business
 9. New Business
 10. Adjourn

**Minutes submitted by Emily Gottfried, PhD, Faculty Senate Secretary.*