

MUSC FACULTY SENATE

MEETING MINUTES

August 11, 2020 7:45-9:00 am
WebEx

1. Call to Order (*Kris Helke, DVM, PhD, President*)
2. President's Report
 - The College of Charleston's Provost's husband, Dr. DiLorenzo, was a victim of gun violence downtown on 7/17/2020. Since the Senate had a resolution against gun violence, Executive Committee reached out to their CofC Senate and are planning to meet with them for a potential collaboration regarding gun safety education.
 - The petition to rename the Strom Thurmond building currently has 2,283 signatures with a goal of 2,500. Please sign and pass the petition along to other faculty members if you feel so inclined.
 - The MUSC Bookstore moved and now has a small room in the College of Pharmacy for trying on lab coats; otherwise everything is online.
 - Since March, approximately 200 faculty, staff, and students have tested positive for COVID-19. There was only one new case this week. Based on contact tracing, only one person contracted it at MUSC from a patient.
 - There has been a discussion that MUSC Box may be transitioned to another platform in February. However, the Provost is not in favor of this.
 - The date of commencement may change next year as it is currently scheduled for when the PGA golf tournament is in town.
 - Please attend the Faculty Award Ceremony (previously called convocation) next Tuesday. There is no speaker scheduled and it will be virtual.
 - Elections for new Senators open next month; please nominate yourself or colleagues.
 - Regarding the new standardized evaluation categories, a group with representatives from each college developed the categories. The categories are: Teaching/Instruction/Mentorship; Research/Scholarly Activity; Professional Practice; Administration; Service/Institutional Activity; and Other. Categories have never been voted on previously, as they had been chosen by the colleges. Evaluations will be via Interfolio likely in 2021.
 - During the last Institutional Advancement Committee meeting, ways that faculty can be more involved in diversity and inclusion were discussed. Today's presentation and discussion will talk about how to get involved.
 - The edits to Section 5.06 of the Faculty Handbook is currently out for Senate approval. Voting ends tomorrow and then will go to the Provost's Council.
3. Dr. Elizabeth Brown from the College Health Professions described the Modified Privilege Walk she developed for the undergraduate course, Social Determinants of Health Course. It is a virtual presentation and it was presented to CHP's faculty and staff five times in two weeks. If you are interested in scheduling this for your unit, please email her: brownea@musc.edu.
4. Introduction/Invited Presentation: *Mark McMath, MBA, MUSC Chief Information Officer*

5. Approval of July Minutes
 - Approved without objection.
6. Invited Presentation: Willette Burnham-Williams, PhD & Anton Gunn, MSW, CDM, *Initiatives, Current Status, and Ongoing Projects: Diversity and Inclusion* (see attached slides).
7. Committee Reports (from consent agenda)
 - Communication and Education (*Melissa Hortman, EdD*): No report.
 - Governance (*E. Thomas Lewis III, MD*): No report.
 - Faculty and Institutional Relations (*Heather Holmes, MLIS, AHIP*):
 - The updated Faculty Handbook Section 5.06 was sent to the Senate for a vote. Vote will remain open until noon on 8/12/2020.
 - Institutional Advancement (*Kathryn Cristaldi, MD*): No report.

MEC rep (*Charles Andrews, MD*): No report.

8. Electoral Units Reports (from consent agenda)
 - Academic Affairs Faculty (*Christine Andresen, MLS, MSIT*):
 - Melissa Hortman was accepted as a global Microsoft Innovative Educator Expert from 2020-2021.
 - Dental Medicine (*Caroline Westwater, PhD*): No report.
 - Health Professions (*Sandra Brotherton, PhD, MHS*):
 - New diversity initiatives in response to the George Floyd tragedy
 - Dr Elizabeth Brown led several virtual sessions for faculty, staff, and students in a modified privilege walk to promote enhanced understanding of the challenges faced by diverse individuals. She will provide a brief overview of the presentation at the next faculty senate meeting.
 - Students organized a virtual dinner and conversation for faculty, staff and students about the documentary 13th.
 - Administrative changes in the CHP
 - CHP currently consists of 2 academic departments, the Department of Health Professions and the Department of Health Administration. The Dean announced that the Department of Health Professions will be divided into 2 departments this fall; the Department of Rehabilitation Services, which will consist of PT, OT, and SLP and the Department of Clinical Sciences, which will consist of Anesthesia for Nurses, Cardiovascular Perfusion, Healthcare Studies, Physician Assistant Studies and a future genetic counseling program. Associate Dean, Nancy Carson, will be the interim Chair for Clinical Sciences.
 - The college will be searching for a department chair and business manager for the new department. There are concerns about the costs of making this change among the faculty at the present time with the financial uncertainties created by the ongoing pandemic.
 - Medicine: Basic Science (*Michael Schmidt, PhD*): No report.
 - Medicine: Clinical Science (*Nancy Demore, MD*): No report.
 - Nursing (*Donna Reinbeck, RN, PhD, OCN, NEA-BC*): No report.
 - Pharmacy (*Nicole Pilch, PharmD, MSCR, BCPS*): No report.

9. Adjourn

10. After the meeting, Senators voted via RedCap on the revisions to Section 5.06 (see attached) of the Faculty Handbook.

- Approved with 37 'yes' votes, 3 'no' votes, and 0 abstentions

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

Faculty Senate Meeting

August 11, 2020

Willette S. Burnham-Williams, PhD

University Chief Diversity Officer and Title IX Coordinator

One MUSC Strategy:

Diversity, Equity, and Inclusion (DEI) Goal and Initiatives

Questions to Consider

What do we want MUSC to look like in 2025?

How do we create bold strategies in this new COVID-era and social justice paradigm?

How does diversity, equity and inclusion intersect in your area?

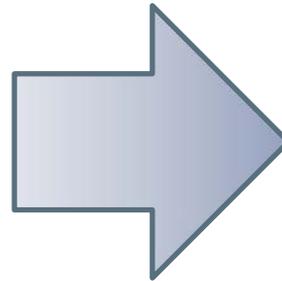


2025 Strategy Proposed DEI Goal

Innovation. Impact. Influence.
CREATING OUR FUTURE TOGETHER

BECOME THE PREEMINENT MODEL FOR DIVERSITY, INCLUSION, AND EQUITY SETTING A NATIONAL STANDARD AMONG ACADEMIC HEALTH SYSTEMS

MUSC is a special place. We are continually developing a collaborative and inclusive environment. We are committed to leveraging differences and building inclusion, allowing people to understand and be understood. As we look toward the future, we must not tire from this hard work, and we must lead the way as a model for inclusion and engagement. We must be our best selves.



Initiatives

For those we serve we will:

1. Eliminate health care disparities
2. Build MUSC leadership, students and workforce to reflect our communities
3. Elevate the culture of “One MUSC”



New Paradigm – Interface with other Strategic Goals



Application to Our Colleges

Application to our Domains

- Identify areas of intersection and collaboration with DEI
- Self-reflect and Listen
- Learn and Unlearn
- Take Personal Action



Application to our Domains

- **Identify areas of intersection and collaboration with DEI**
 - Partnerships (i.e., HBCUs, industry, community)
 - Recruitment
 - Critical conversations

- **Self-reflect and Listen**
 - Identify situations or scenarios where we fell short
 - Discuss areas of improvement with our teams
 - Incorporate DEI topics into team meetings
 - Provide space for feedback and constructive criticism
 - Leave defensiveness at the door



Application to our Domains

- **Learn and Unlearn**

- Commit to learning more about the experiences of people who are different from us including our own colleagues and team members
- Unlearn in areas where have biases
- Read books by black authors and watch movies and documentaries about the black experience
- Understand and act from an anti-racist approach

- **Take Personal Action**

- Support organizations that address racial disparities or social injustice (i.e., International African American Museum)
- Shop intentionally with minority-owned businesses
- See/hear something, say something
- Demand diversity on boards we serve on



Resources, Tools and Imperatives for Leaders

Diversity, equity and inclusion imperatives for leaders

- Embrace a broad and holistic understanding of inclusive excellence
- Articulate and cascade MUSC's commitment to diversity and inclusion thereby transforming the culture (transparent & congruent communication)
- Prioritize the diversity, equity and inclusion work and clarify the WHY?
- Eliminate racism and rankism (advocacy work)
- Manage and insist on accountability/outcomes (embodying fairness and trust)
- Self-care and introspection (self-awareness)
- Understand your metrics/data



DEI Resources During COVID- 19

Resources (clickable links)

[Diversity, Equity and Inclusion and COVID-19
https://inclusiveexcellenceacademy.org/deiandcovid19/](https://inclusiveexcellenceacademy.org/deiandcovid19/)

[The COVID-19 DEI Crisis Action Strategy Guide](#)

[Equitable and Inclusive Decisions During COVID-19](#)

[COVID-19 and Videoclassism: Implicit Bias, Videojudgment, and Why I'm Terrified to Have You Look Over My Shoulder](#)

[ASPIRE \(The National Alliance for Inclusive & Diverse Faculty\) Resources](#)

[National Center for Healthcare Leadership: "Powering Our People" Staff & Culture Strategies for COVID 19](#)

These resources and others can also be found at:
education.musc.edu/leadership/diversity



Open Discussion and Questions

Thank you – Burnham@musc.edu

5.06 Faculty Evaluation

Senate Approval Date	Provost's Council Approval Date	Provost's Approval Date	Board of Trustees Approval Date	Reviewed for Accuracy and Consistency	Related Compliance Information
Nov 2017	Mar 2018	Mar 2018	Apr 2018	May 2018	

The State of South Carolina requires that all state universities and colleges evaluate faculty performance. In order to comply with this requirement, MUSC has developed a faculty evaluation procedure which has been approved by the division of Human Resources of the State Budget and Control Board.

Each college of the university has an approved Performance Appraisal form (faculty evaluation). Consult with respective Dean's or AAF Chair's Office for copies of these forms. The form is completed annually for each member, and is kept in a permanent file under the purview of the dean, AAF chair, or director. The faculty member has a right to full disclosure of the Performance Appraisal.

~~Professionalism, defined as described in MUSC Standards of Professional Behaviors adaptability, respect, and accountability, shall also be assessed as either "yes" or "no" on all faculty evaluations. In order to rate an individual "no" on professionalism, unprofessional behavior during the year must have been documented and discussed with the faculty member by their Director/Chief and/or Chair. Ar, along with a remediation plan for addressing the behavior must also be established at this time, concerns during the year. Sufficient details will be provided for the faculty member to adequately respond to the complaint regarding the individual incident or the pattern of behavior. All That documentation must be maintained by the appropriate administrative office. -If a Division Director/Chief is completing an evaluation, the Chair must be in agreement with this rating. A rating of "no" cannot be given at the year-end evaluation if there has not been without prior documentation of unprofessionalism and an unsuccessful remediation plan during the year. —Additionally, the potential for a "no" rating must be made evident to the faculty member at least 3 months prior to the annual evaluation. If an individual receives a "no" rating on professional behaviors, the overall evaluation will be "below expectations".~~

~~If a professionalism incident occurs within the 3 months prior to the annual evaluation, it will not be applied toward that year's evaluation but will carry over and be applied to the next annual evaluation. The same is true for in-progress remediation plans occurring at the time of the evaluation. meeting to allow time to establish a remediation plan if needed and to document progress. If an individual receives a "no" rating on professional behaviors, the overall evaluation will be "below expectations".~~

The faculty member is required to sign the appraisal, indicating s/he has read the evaluation form, but has the right to make written comments concerning agreement or disagreement with the evaluation.

College of Health Professions:

http://academicdepartments.musc.edu/chp/academic-faculty-affairs/faculty-fa/faculty_evaluation.htm

College of Dental Medicine:

<https://education.musc.edu/colleges/dental/about/resources/development>

College of Medicine:

<http://academicdepartments.musc.edu/com/faculty/apt/forms/FacPerfEval.doc>

College of Nursing:

<https://horseshoe.musc.edu/university/colleges/college-of-nursing/faculty/resources/faculty-evaluation-and-process-forms>

College of Pharmacy:

The MUSC COP Evaluation form is located inside of the Faculty Resources File within MUSC Box –COP

Academic Affairs Faculty:

<http://colbert.library.musc.edu/dlsifac/>All Academic Affairs Faculty member evaluation forms are stored in their individual **b**Box folders created and maintained by the Office of the Chair. Any faculty member unaware of this **b**Box folder, should contact the chair or administrative assistant.