



Executive Council Meeting

Monday, September 20 Meeting Minutes

Attendees: Amina Begum, Brandon Parker, Brian Cummings, Cheri Nowak, George Corcoran, Jon Goldstein, Lucy Snyder, Lynette Moser, Marissa Rossman, Mark Evely, Mary Clark, Michelle Strunge, Peter Frade, Rebecca Kavanagh

1. Welcome & call to order- 3:01 PM
2. Congratulations and shout outs
 - a. Sara Maher- Bana Odeh, physical therapy student in fourth year at WSU was the introductory speaker for the President of the American Physical Therapy Association Centennial Gala.
 - b. W. Liu PI on a \$1.7M 4-year R01 on therapeutics for nonalcoholic fatty liver disease
 - c. Pharmacy Practice Unit awarded with 2021 WSU Program Assessment Grant
 - d. Dennis Parker participated in the AACP Academic Leadership Fellows Program
3. Dean's Report
 - a. Research
 - i. We have been able to secure two positions in HCS, and possibly one additional faculty line in PSC.
 - ii. Moving towards adding an additional faculty line in FY22
 - iii. Provost cluster hire. Office of the Provost is looking to hire 50 positions across all thirteen schools, with potential for startup funding. Focus: areas that affect all aspects of African American life, culture, health, history, and well-being
 - b. Teaching
 - i. Expectations for Fall 2021 (Flexibility)
 - i. Students must inform departments of their need to "learn from home" through the appropriate protocols
 - ii. Students' first step is to call the Campus Daily Screener team at 313-577-5003
 - ii. Extension of mask mandate. Please remind students, faculty, staff to always wear their masks, especially in the hallway and common spaces
 - i. If you have had a potential exposure to COVID-19, Campus Health will be in contact with you. If you are not contacted by the CHC, you did not meet the standards of someone who has been exposed to COVID-19 (per CDC, close contact, within 5 feet for a total of 15 minutes or more)
 - ii. Because of HIPPA, the Campus Health Center will not indicate who the potential exposure could have been with.
 - iii. Campus Health Center will need access to class rosters

- iii. MBA initiative
 - i. Working to establish an MBA dual degree/certificate with various programs at the College. If your program might be interested, please reach out. The PharmD/business grad certificate program may provide a helpful model
 - ii. Working with key alumni stakeholders to support dual-degree MBA initiative
- iv. Honors initiative
 - i. Dean Corvino would like to get an Honors presence here at the College. Peter Frade is leading an initial meeting with HS on Monday, September 27
- v. Conversations with the Dean
 - i. Thanks to Michelle, Rebecca, Tiffany, and program leaders for the [Conversation with the Dean Event Series!](#)
- c. Budget
 - i. End of year review of spending postmortem
 - ii. FY22 budgeting kickoff
 - i. Working with Lucy to create a base budget template that will account for the ongoing budget cuts (anticipating estimated 6.75+% cut). Look out for an email from Lucy this week.
 - ii. Going to make process as transparent as possible
 - iii. Do not hesitate to email Brian with any questions or concerns. This is a kinetic, living budget with lots of back and forth.
 - iii. Unit Heads and AA's to work with Lucy Snyder to be firm on numbers
- d. Fall Restart and classes
 - i. Updates
 - i. Strong start with on-campus classes. Although we have had good numbers so far, we need to remain vigilant. Please keep on practicing good hygiene.
 - ii. Our student population is not checking their emails every day, working with Rebecca on messaging.
 - ii. Feedback from conversations with the students
 - i. Students are supportive of mask mandate. Some students are adjusting to coming back to in-person class.
 - ii. Students are interested in having/ online classes. There is room for flexibility, but all decisions to move class to online must be approved by unit heads and in compliance with University requirements. Please make Associate Deans aware of any changes. Do not move class to online due to a COVID-19 exposure without approval.
 - iii. Vaccine and Waiver Compliance
 - i. Dean has been directed by Provost to send follow up emails to any faculty/staff that have not been compliant with the vaccine mandate r.
 - ii. University wide, we have only had 1200-1500 waiver request
 - iii. University wide, about 80% of staff have complied with the vaccine/waiver mandate.
 - a. For those not in compliance, formal letters from HR will be forthcoming. Disciplinary action escalates from a verbal warning to a written warning, etc.. If individuals can work remotely, they will not be permitted to come to campus. If individuals can't work remotely individuals will start having their pay withheld starting Monday, September 20

- e. Facilities Coordinator
 - i. Posted on September 8th, application will close on September 22nd
 - a. Currently we have three candidates.
 - b. Lucy/HR coordinating to put together committee to interview potential facilitates coordinators.
 - ii. The Nursing Room (Rm 1114) is almost complete, we just need a sink and mini fridge installed.
- f. DEI
 - i. Meeting with Alumni and BoV
 - i. We are reenergizing our DEI efforts with alumni and the Board of Visitors. We are growing the BoV to be inclusive of every program within our College.
 - ii. The goal is to imbue diversity, equity, and inclusion values into our strategic plan and culture.
 - ii. Meeting with Dr. Marquita Chamblee
 - i. Monthly meetings with Marquita Chamblee-- will ask Associate Deans, Chairs, and Program Directors to join in the discussions on occasion.
 - iii. DEI Coordinator
 - i. BC to identify resources for DEI lead. DEI Lead will most likely be positioned at the Dean's level. We will have to use our resources for this.
 - ii. We will be continuing the work started by the Council on Diversity and Inclusion and have adopted a standing DEI Committee at the College level.
 - iii. Planning on appealing to foundations and alumni for DEI-centered funding
- g. COVID-19 update
 - i. Applebaum Flu Shot Clinic/ Monday, Sept 20- Thursday, Sept 23

Other reports: Please review the Exec Committee Reports provided by Unit Leads.

- 4. Associate Dean and Assistant Dean Reports
 - a. Peter Frade. Health Sciences
 - i. Clinical rotations at the VA. On Tuesday, September 28 Peter, Sara, Doreen, Jeannetta will meet with Maryjean Schenk to discuss potential collaborations.
 - ii. Undergraduate Honor's presence at EACPHS. Peter Frade is leading an initial meeting with HS on Monday, September 27.
 - iii. Working on an ongoing educational collaborative initiative with School of Business, shout-out to Mark Evelyn and Tim Schram (TS on EACPHS BoV and WSU Alumni Association Board Member) along with Mary Walczyk and Jessica Phillips (NA).
 - b. Susan Davis: Pharmacy
 - i. Admissions process up and running, interviews scheduled starting early October
 - ii. Dr. Davis will be representing the college at the Graduate Education Leadership Council chaired by Dr. Amanda Bryant-Friedrich
 - iii. Upcoming meeting re: reinvigorating graduate programs in Pharmacy Practice
 - iv. Shout out to Dr. Firestone for doing both figurative and literal heavy lifting to get the 1530 Flammable Storage Unit updated to OEHS standards.

- v. Thank you to Brian for hosting Town Hall on Thursday, September 23 from 10:00 AM- 11:30 AM
 - c. Mary K Clark: Student Affairs
 - i. Paul Kilgore visited the prayer room and took measurements, prayer room remaining closed at this time
 - i. We have identified possible alternate space for a prayer room (Sue Christie's old office)
 - ii. 4-5 staff in OSA at any given time
 - iii. Moira Fracassa to represent OSA in EC meetings in Mary's absence
 - d. George Corcoran: Senior Science Advisor
 - i. OVPR (Office of the Vice President for Research) is extremely pleased to see the position created. Dr. Corcoran will serve as a conduit between College and OVPR.
5. Department Chairs
- a. Dr. Mark Evely
 - i. Completed a walk through with the Wayne County Medical Examiner's Office. Identified updates that will need to be made with FP&M.
 - b. Dr. Steven Firestine
 - i. The new autoclave has been built. Next step is to remove old dishwasher from 3467 and install new autoclave.
 - ii. The Flammable Storage Solvent room is close to be compliance with OEHS
 - c. Dr. Sara Maher
 - i. Directors working on WISE to get rid of courses that were added last year due to COVID, suggest all directors review WISE classes.
 - ii. C&IT not always available at 8:00 AM for classroom tech assistance.
 - i. → UPDATE 9/21/21: Please call 577-1154 for early morning classroom tech assistance.
 - iii. Would like to establish funding for more commonly used HCS spaces, like Jewitt Lab or ADL
 - d. Dr. Lynette Moser
 - i. New AAUP contract, faculty has been contacted (will be ratified either 9/20 or 9/21)
 - i. No raises to base salary this year, across the board bonus and the bonus is prorated based on salary.
 - ii. Years 2 and 3 of the contract do include across the board raises and merit raises.
 - iii. Some changes in health care co-pays
 - iv. 12 weeks of maternity leave can be taken from the illness bank instead of using vacation time.
 - v. Lecturer will be changed to an assistant, associate, or full professors (Teaching)
 - vi. Post tenure review was not instituted
 - vii. Pay raises for promotion/tenure will be honored this year
6. Business Affairs/ Staff/ Building updates
- a. Lucy Snyder
 - i. Building updates: Looking at projects and open tickets weekly with FP&M
 - ii. Budget update rolling out this week. Lucy will be sending out a temple, AAs can always work closely with Lucy/Dawn on any questions they may have.

- iii. BC= Goal in the next year to get budget development started earlier; Goal is collaboration. If you have an idea, please approach Brian.
 - b. Cheri Nowak
 - i. Stefani is working on Winter PFT agreements
- 7. Development
 - a. Jon Goldstein
 - i. Looking forward to continuing meetings with alumni and faculty
- 8. Media Relations
 - a. Michelle Strunge
 - i. Please tell their students to submit projects for Research Day. Deadline 9/27/21. We would like to have as many students participate as possible and would encourage your encouragement.
 - ii. New [share form](#)! Please share your own faculty news/photos with us so we can spread the word on social media, on our website and in newsletters, and encourage students to share photos/news there too. There's a button linking to the form at the top of our homepage.