1. **Call to Order** (Adam Smolka, President)
   a. Meeting was called to order at 7:47am.
   b. Introduction and welcome: Adam Smolka, President; Caroline Westwater, Vice President; Emily Brennan, Secretary; Senators, Alternates, and guests.
   c. Quorum attained at 7:55 am.

2. **Approval of Minutes** (Emily Brennan, Secretary)
   a. Approval of June, July, August, September 2016 minutes is pending electronic vote by outgoing Senators.

3. **Introduction to the Faculty Senate** (Adam Smolka, President)
   a. Dr. Smolka introduced the Faculty Senate mission, vision, Board of Trustees Bylaws (Article V, Section B), Faculty Senate Constitution (Article II), organization, activities, Robert’s Rules of Order, Executive Committee, and Standing Committees (slides posted on Senate website).
   b. Dr. Smolka requested a volunteer to serve as Parliamentarian for the coming year.

4. **Review of Committees and Short Reports**
   a. Dr. Smolka reminded all Senators of requirement to serve on a standing committee; Alternates may also serve and are encouraged to do so.
   b. Communication and Education (Emily Brennan, Outgoing Chair)
      Chair is required as soon as possible. Past educational activities include: New Faculty Welcome; Faculty Evaluation, Workload Effort, Post-Tenure Review Town Hall; and Promotion and Tenure Workshop. This committee will update the Senate website with news and other information, and will explore new communication channels such as Yammer. An Intellectual Property Town Hall is scheduled for November 1 from 3:30-4:30pm in BE110. Michael G. Rusnak, Executive Director, MUSC Foundation for Research Development, and Tom Finnegan, Director, MUSC Center for Innovation and Entrepreneurship will discuss changes to MUSC’s Intellectual Property Policy, and the impact of those changes.
   c. Faculty and Institutional Relations (Kristi Helke, Chair)
      This committee discusses topics related to faculty and the institution, such as post-tenure review, Faculty Handbook, intellectual property, conflict of interest, etc. Currently revising the Faculty Handbook. The next F & IR meeting is November 2; please indicate interest in serving on this committee to receive advance notice of business details.
   d. Governance (Martina Mueller, Chair)
      This committee deals with issues related to governing. The most recent activity was coordination of new Senators and Alternate elections. Other responsibilities include interpretation, verification and monitoring of revisions to the Faculty Handbook, and Senate constitution and bylaws. Next meeting is not yet scheduled, but please indicate interest in serving on this committee.
   e. Institutional Advancement (Lisa Stead and Ayaba Logan, Incoming Co-Chairs)
      The charge this year is appointment of an Ombudsman to succeed Dr. John Waller. The committee is reviewing the previous Ombudsman job description, and will invite a Faculty Senate Executive Committee member to serve on the search committee. In order
to standardize compensation, the Provost’s Office is changing pay structure to a standardized stipend instead of percentage of percent effort.

5. **Electoral Unit Reports**
   a. Dental Medicine (Caroline Westwater, outgoing Unit rep)
      In process of electing new Unit rep. The college is being reorganized by Interim Dean, Dr. Blanton. Dr. Triq Javed has been appointed Vice Dean for Academic and Student Affairs; Dr. Theresa S. Gonzales has been appointed Associate Dean for Curriculum and Strategic Communications; Dr. Lindsey Hamil will serve as Director of Education; and Ms. Monica Gardner was recently appointed Assistant Dean for Finance and Administration. A major concern is that none of the faculty have contracts for the current year.
   b. Health Professions (Nancy Carson, incoming Unit rep)
      CHP is concluding their year-long 50th anniversary celebrations. Helen Martin was introduced and welcomed as a guest.
   c. Library Science and Informatics (Latecia Abraham, incoming Unit rep)
      No report.
   d. Medicine: Basic Science (Kristi Helki, outgoing unit rep)
      In process of electing new Unit rep. A major concern is the outcome of a recent College of Medicine Honor Council proceeding.
   e. Medicine: Clinical Science (Leo Bonilha, incoming Unit rep)
      In Dr. Bonilha’s absence, Dr. Smolka, outgoing Unit rep, identified College concerns with post-tenure review revisions, physician provider STAR ratings, Board of Trustee reimbursements, and the recent Honor Council decision.
   f. Nursing (Joy Vess, incoming Unit rep)
      The college recently concluded interviews for Associate Dean for Practice but no official position offers have been announced.
   g. Pharmacy (Nicole Bohm; Unit rep not present)
      Since MUSC and USC are separating, both colleges are preparing for separate reaccreditations.

6. **Current Business**
   a. Post-tenure review policy (Adam Smolka, President)
      i. The 2011 Faculty Handbook, section 6.05 (1), describes current wording on post-tenure review (PTR). In 2014 the Provost proposed revised wording for section 6.05 (1) that included replacement of the words “a majority of applicable performance categories” with “categories that represent the majority of the faculty member’s total effort”. Following extensive conversations between the Provost and the Senate, in March 2016 the Senate voted against the proposed revision. In August 2016, the Interim Provost proposed a new revision of section 6.05 (1) wording, which is under review by the Faculty and Institutional Relations (F & IR) committee.
      ii. Discussion ensued regarding specific wording of the revision (double negative, what constitutes a majority effort, and standardized process)
      iii. In the coming months, Faculty Senate will consider recommendations developed at the November 2nd meeting of F & IR. Faculty-wide input on the proposed wording and F & IR recommendations may be sought by REDCap survey.
   b. University Evaluation Committee (Angie Mund, President Emerita)
      i. The University Evaluation Committee was formed in response to Senate concerns regarding revision of section 6.05 (1). Outcomes to date are the Interim Provost’s proposed revision, and proposed development of a computerized system for tracking and managing evaluations. Committee consists of Jim Zollar, Betsy Piltcher, Jennifer
ii. A Senator indicated that one concern regarding evaluations is inconsistent timing, which should be corrected by having a unified system that ensures evaluations are completed at least one month prior to contract renewal.

c. Faculty Handbook revision (Tom Smith, President Emeritus)
   Faculty Handbook is revised every five years. Faculty Senate will soon vote on approval of the 2016 edition. Changes are mostly organizational, not content, and intended to be easily searchable. The Senate Secretary will distribute a concordance of 2011 and 2016 Faculty Handbook Tables of Content.

d. Posting of provider STAR ratings (Dan Wray, Senate MEC representative)
   Discussion was deferred due to time constraint.

e. Board of Trustees reimbursements
   In response to reporting in the local press in August 2016, the Senate sought input from faculty and received many comments. At the same time, the SC Consortium for Higher Education called for an investigation, the Governor directed the SC Inspector-General to conduct an inquiry, and the Chair of the MUSC Board of Trustees announced formation of a review council charged with developing recommendations. The Senate MEC representative, a member of the review council, reported that the council would await the Inspector-General’s report before making a statement.

f. Honor Council decision
   In response to reporting in the local press in September 2016 regarding the outcome of an MUSC Honor Council proceeding, the Faculty Senate wrote a letter to MUSC President and Interim Provost expressing concern about damage to MUSC’s reputation and requesting an explanation of the COM Dean’s decision. The President and Interim Provost have notified faculty and the public at large about FERPA constraints on discussion of Honor Council proceedings. To date, they have not specifically responded to the Senate’s letter.

7. New Business
   a. COM Faculty Assembly
      i. Discussion was deferred due to time constraint.
   b. Senate Yammer Group
      i. Discussion was deferred due to time constraint.
   c. From the floor
      New business was deferred due to time constraint.

8. Adjourn
   Meeting was adjourned at 9:05 am.

Respectfully submitted by Emily Brennan, Faculty Senate Secretary