

## **FACULTY WELFARE COMMITTEE**

**Campus Commons 2200**

**Wednesday, April 2nd, 2025 | 3:30-5:00PM**

**Present: Barkley, Brown, DeKrey, English, Iannacchione, Kang, Kyle, Lee, Lunar, Senbet, Wieben**

**Zoom: Landry, Trask (Dineen)**

**Absent: Garrett**

**Guest: Jeri-Anne Lyons**

**Call to Order 3:30pm**

**Approval of Agenda approved without objections**

**Approval of March 12, 2025, meeting minutes approved without objections**

**Chair's Report/Announcements**

1. Jeri Lyons to visit with us today
  - IRB changes to procedures occurred last fall, while IACUC updates were simply refinements disseminated in January.
  - For IRB's they implemented tracking mechanisms that build off Streamline:
    - They track protocols in advisor queues; however student submissions sometimes don't identify advisors which slows things down.
    - Tracking is done in real time, daily, using a master spreadsheet.
  - Communication with PIs begins once a protocol is assigned to a reviewer.
  - The proposed timeline is common and sometimes shorter than other institutions.
    - Most reviews were completed within 3 weeks.
    - The committees are staffed by faculty, and they balance review duties with their own workload.
  - IACUC Status:
    - IACUC volume is lower than IRB.
    - Due to federal regulations, reviewers cannot communicate directly with investigators.
    - Protocols are assigned for review (designated or full-committee) by the director of compliance (Laura).
    - Jeri's office plans to pilot Streamline during the summer, with full implementation in the fall.
    - There will be some type of training.
  - Streamline:
    - Staff have undergone upskilling and are all now up to speed.
    - DeKrey stated that Streamline is not very user-friendly and hard to navigate
      - Kyle mentioned that there were videos on how to navigate Streamline that were very helpful.

- Jeri is working on updating training material, which will take some time.
  - It was addressed that adding external personnel was difficult, Jeri noted that they are doing some training with Streamline and will be changed.
- It was stated that IRB documents will need to be uploaded regardless of the review type.
  - Exempt – reviewed by one person
  - Expedited – reviewed by two
  - Full – reviewed by full committee
  - Protocols are distributed in a rotation, with a maximum of five per reviewer.
- There are new post-award processes being implemented to stay on track and ensure effective communication.
- There are plans to implement the same line of communications as IRB in place for IACUC.
- As for the website redesign, there are major changes expected. They continue to make updates to the current website which will be transferred to the new platform when launched.
  - A communications specialist has been hired
- OSRP is facing some staffing challenges because they have a small team with heavy workload and high turnover.
  - They are working on documentation and hiring more people but with the current budget concerns that may be difficult.
  - Efforts are being made to align and budget resources effectively.
- As far as borrowing resources from other institutions, OSRP offices cannot borrow personnel, and it will depend on internal software and federal mandates for manuals and procedures.
  - Overall, procedures differ among institutions.
- Standard operating procedures are being established, some are available via website and liaisons for those outside of OSRP. Others are being revised or documented via flowcharts.
  - They will eventually be accessible in a more structured format.
- Regarding communication, the target response time is three (3) business days
  - The OSRP office has student support and tracking mechanisms that are monitored daily.
  - Emails are monitored daily, where quick responses are given when possible. Otherwise, inquiries are sent to appropriate personnel.
  - Automated emails were discontinued due to low engagement.
  - The faculty list provided by Kyle was helpful since the records on file were outdated.
- From an outsider's perspective, Senbet asked what problems they were facing.
  - Although there wasn't a list of problems, Jeri stated that
    - The OSRP office faces pre-award challenges that vary among investigators.
    - Now they are making sure they are documenting all their process
    - Working on professional development for faculty in facilitating their grants

- Adapting to the constant changes in IRB
    - They will adjust as they receive feedback and continue to improve.
- Since they do have a small staff, Jeri noted that adding more personnel may not always be the best solution.
  - Some areas may need more staff than others.
  - Faculty may be used to a faster process, but the reality is that there are resource constraints.
  - Setting realistic expectations may be necessary.
- Brown identified three challenges that came out of this discussion. They were,
  - Expectations
  - Communication
  - Efficiency

### **Subcommittee Reports**

1. None

### **Special Orders**

1. None

### **Unfinished Business**

1. 2-3-801 Faculty Evaluation
  - Continue at (3)(a) – Preliminaries
2. 3-3-801 Implementation of Faculty Evaluation Procedures
3. 2-3-305 Academic Titles
4. 3-3-902 Faculty salary bonus for award of Distinguished Professor title

### **New Business**

1. Distinguished Professor designation
2. Regulatory compliance issues.
3. Faculty workload policy – revision by Jeri Lyons
4. Consideration of service and professional activity weighting within faculty evaluation
5. Ethical use of student evaluations of teaching within faculty evaluation, DEI consideration
6. Advocate for faculty free access to recreation center
7. Codify Research Fellow designation as (e.g., part of Emeritus)?

### **Completed Business**

1. Revision of 1-1-307 on 10/9/2024 – on hold for submission to Codification Committee until completion of 2-3-801 and 3-3-801.
2. Revision of 2-3-304 Affiliate Faculty on 11/6/2024 – approved by BOT on 12/13/2024.
3. Revision of 2-3-305 Academic Titles on 11/6/2024 – approved by BOT on 12/13/2024.

### **Transferred Business**

1. Step-back policy – transferred to Salary Equity Committee
2. Amorous Relationship policy – now being considered by APC

### **Call to the Good of the Order**

**Thank you Jeri!**

**Adjournment 4:53**