

**MINUTES**  
**507<sup>th</sup> MEETING OF THE FACULTY SENATE**  
**3:00 pm, Wednesday, March 23, 2022**  
**School of Medicine**  
**Virtual Zoom Meeting**

**PRESENT:** Drs. Akst, Bennett, Berman, Bettencourt, Bitzer, Burke, Burkhart, Cabahug, Campbell, Carr, Cihakova, Cole, Cormack, Donehower, Ehmann, Fairman, Gallia, Gourin, Iijima, Kralli, Kwon, Ladle, Lee, Macura, Manahan, Mogayzel, O'Brien, Redmond, Ritzl, Roda, Scott, Seymour, Showell, Singla, Soiberman, Stayman, Stevens, Vernon, Viola, Williams, Wu, Zeiler

**Mmes:** **Messrs:**

**ABSENT:** Drs. Al-Grain, Boss, Dezube, Fowler, Guo, Hussien, Konopka, Lin, Lucia Ponor, Marrone, McFarland, Merkel-Keller, Parrish, Taylor, Villalon-Landeros, Young

**Mmes:** **Messrs:**

**REGULAR GUESTS:** Drs. Faraday, Ishii, Skarupski

**Mmes:** Bruder, Guy, Robbins **Messrs:**

**GUESTS:** Drs. Espenshade, Gogos

**Mmes:** Page, Thomas **Messrs:**

- I. **Welcome.** Dr. Manahan welcomed the Senate members and guests. The minutes of the 506<sup>th</sup> meeting of the Faculty Senate was presented. A motion was made, seconded and minutes were approved as distributed.
- II. **Michele Manahan, MD, Faculty Senate Chair; Final action on JHUC draft bylaws.** The JHU SOM Faculty Senate need to send an official communication that we agree to participate in the JHU wide council and will send representation. The Faculty Senate voted and this was approved unanimously. The School of Medicine Faculty Senate affirms that it will participate in Johns Hopkins University-wide shared governance by sending representatives to serve on the Johns Hopkins University Council.
- III. **Julie Thomas, Sr. HR Director SOM; Staff Leave Rates.** Contributing workforce factors for staff leave rates predated the pandemic. These factors were intensified during the pandemic. Navigating the current environment will require addressing internal and external factors. We lost staff due to competitive wages and a flexible work environment. We also saw a decrease in applicants during the pandemic. We have reviewed all job groups and are moving into phase two, which is pay adjustments. Ms. Thomas encourages and welcomes all feedback. There is a project underway called the Career Architecture Initiative. This allows for a path for development, promotion and career growth. This initiative will be done in conjunction with department leaders.
- IV. **Peter Espenshade PhD, Associate Dean for Graduate Biomedical Education Professor of Cell Biology and Oncology JHU SOM, Arhonda Gogos, Director, Academic Affairs and Innovation, Office of GBE; Policy on Mentoring Oversight and support for PhD Students.** The Committee on Masters and PhD programs is a group of faculty who are program directors of our masters and PhD programs. That body, along with some graduate student members are charged with developing new policies that govern graduate students. Each year a few SOM training faculty depart SOM or reduce effort <50%. This policy formalizes what has been routine practice. The policy applies to all SOM students enrolled in PhD programs who have identified thesis advisors. It addresses mentoring oversight and support for students whose thesis advisors become less than 50% full time employees or less than 50% available on site at the Johns Hopkins University. The student and their success are the central consideration in these instances due to their having to respond to events beyond their control. Dr. Espenshade requested feedback from the Faculty Senate regarding this policy. The Faculty Senate expressed overall support for the Mentoring Oversight Policy, however recommend the inclusion of language that will assure students protection from potential repercussions should they decide to leave a lab.
- V. **Eva Ritzl, MD, Uri Soiberman, MD, Amy Page Director, Travel & Expense Programs JHU Purchasing; Update on Travel Policy.** Hotel bookings for conferences are not done using CONCUR. If booking a flight you can use CONCUR or submit for a reimbursement within 60 days of making the purchase. There are some pre-recorded Fast Facts available for training. Departments can contact Amy Page (Director, Travel & Expense

Programs) to arrange training on CONCUR. There is the Johns Hopkins Global Travel Assistance Program supported by Healix International, which will provide a number of services for employees traveling or assigned away from their usual place of business, including medical and security assistance. The Johns Hopkins International travel registry is a system that allows one to load travel itineraries manually. In the event that there is a geopolitical issue or a national disaster, JH is able to identify where our travelers are located so we reach out and provide support. This is now automated with a company. They provide support to our travelers with medical issues, repatriation, evacuation, etc. [https://hopkinsglobalhealth.org/assets/documents/HX\\_Global\\_info\\_for\\_JH.pdf](https://hopkinsglobalhealth.org/assets/documents/HX_Global_info_for_JH.pdf)

- VI. New Business.** Richard Burkhart brought up the issue of faculty compensation to close the loop on a previous discussion. (Not new business.) Masaru Ishii agreed to speak with Maria Oliva-Hemker for clarification. Masaru Ishii agreed to share data from his February Faculty Senate presentation upon request.  
**Wendy Bennett** would like to revisit the Family Maternal/Parental Leave policy. There may need to be clarification on how the policy works and/or update the policy.

With no further announcements, Dr. Manahan thanked everyone and adjourned the meeting at 4:42 PM. The Faculty Senate will meet next on April 20, 2022 on Zoom.

Respectfully submitted,

Philippines Cabahug, MD  
Faculty Senate Secretary  
Monica Guy  
*Recording Secretary*