

# COHS Representative Assembly Minutes

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Wednesday, April 19, 2023, at 3:00-4:00 p.m.

In-Person: Room COHS 4100

Zoom:

<https://ucihealth.zoom.us/j/97055245368?pwd=RXRxRkpOUWxpKzV4T0J3OU1ReUZ0Zz09>

Meeting attendees are **bolded**.

## CoHS Faculty Assembly Representatives

**Chair: Andrej Luptak**

**Chair-elect: Mark Linskey**

Past chair: Vacant

## (F)SPH

**Michael Hoyt**

**Masashi Kitazawa**

Yunxia Lu

Andrew Noymer

Dylan Roby

## CoHS Faculty Representative Assembly

### Executive Committee

Melissa Pinto (SON)

**Michelle Fortier (SON)**

**Frank Meyskens (SOM)**

**Anne Calof (SOM)**

**Michael Hoyt (FSPH)**

**Masashi Kitazawa (FSPH)**

**Olivier Civelli (SPPS)**

**Claudia Benavente (SPPS)**

## SOM

**Anshu Agrawal**

**Kevin Beier**

**Frank Meyskens**

**Anne Calof**

Farshid Dayyani

**Kalpna Gupta**

**Rami Khayat**

**Bryce Mander**

**Juliet McMullin**

**Hannah Nam**

Adrian Preda

Connie Rhee

**Donny Suh**

Tjason Tjoa

Vahid Yaghmai

## SON

Yuqing Guo

Jung-In Park

Melissa Pinto

## SPPS

**Alexandre Chan**

**Olivier Civelli**

**Aya Ozaki**

**Aryana Sepassi**

## Other Guests:

**Sheefteh Khalili (OVCHA)**

## Meeting Minutes

- I. Welcome/Report from the Chair and the Office of the Vice Chancellor
  - A. Dr. Andrej Luptak introduced Dr. Mark Linskey as the incoming Chair of the COHS Representative Assembly. He also welcomed and introduced Ghazal as the new administrative coordinator with the OVCHA who will be assisting in the coordination of all meeting materials for both COHS and SOM.
  - B. Sheefteh Khalili, Chief of Staff/AVC Administration for Health Affairs provided an update on the following items:
    1. The Falling Leaves building is in the process of being built. There will be a second call for proposals going out to all of the deans to distribute to faculty which are due in October. Once that has been done, there will be a plan for occupancy. It is tentatively scheduled that occupancy may begin in May 2025. The physical building will be up before then. Equipment will match per research platform. A building advisory committee will be created as well.
    2. The COHS building has a new website menu for venue reservations. Rooms that have been included are the auditorium, terraces, classrooms and conference rooms. The policies regarding reservations will be posted on the website.
    3. There has been a great set of work around the IPEP Collaborative, many great proposals have been developed by the collective. The IPEP Collaborative is also partnering with the Assembly IPE Committee.
    4. There will be a collaborative for Health Equity launching in fall 2023.
    5. OVCHA will be launching another working group soon for Healthcare Workforce Development.

\*There was a question about IT management. It was stated that IT is managed at the unit level. However, training is provided for all IT staff members. If there are gaps between the IT systems, faculty should work with their unit level IT team.

- II. Elections Planning
  - A. The main election would be for the position of Chair-Elect. Dr. Luptak asked everyone to consider running. Usually, the Committee on Committees looks for faculty who want to be chair-elect. They collect nominees and create a slate to be sent out to all members to vote on. This will need to be sent out by the end of May. Dr. Linskey noted that it may be a good idea to send out the bio and procedures of the Representative Assembly.

III. Report on the EC activities since November 2022

A. Representation of non-senate CoHS faculty

1. There has been much discussion regarding this item. There has been broad support for including non-senate faculty in the COHS Faculty Representative Assembly and its committees. There has been a recommendation to survey all faculty informally for suggestions on the level of inclusion.
  - a. Bylaw revision will be needed which may take a couple years.
  - b. Someone suggested that the bylaws and assembly objective be sent out to all faculty members especially for the newer members who recently joined.

B. Revival of CoHS Pilot Grants

1. There has not been any strong support for any specific area at this time. A survey will need to be sent out to see what areas faculty are potentially interested in. The Assembly needs to engage with faculty before bringing these grants to the deans or Vice Chancellor. Discussion revolved around digging up old data on previous grants. Before requesting for grants, formal proposals will need to be written then sent to each respective dean.

C. Proposal to create CoHS Faculty Awards

1. There has been some discussion and support for recognizing faculty teams

Motion to adjourn meeting at 4:00pm by Dr. Linskey and seconded by Dr. Suh.