

## Academic Senate Council

June 28, 2016

### Minutes

Attending: Lefler, Matthews, McCain, Post, Smith-Olinde, Voth, Wei, Whited

Absent: Bercher, Boyle, Boysen, Ferguson, Huitt, James, Neal-Rice, Owen, Renard, Rosenbaum

Guests: Bowes, Hayar, Gardner, Rains, Stearman

Meeting called to order by Voth at 11:00 a.m.

1. Minutes of the May meeting will be voted on by email in the near future
2. Bill Bowes
  - a. The Chancellor is offering a 4-part Summer Series for faculty on various topics such as benefits and expense-based budgeting.
  - b. OSPAN
    - i. Goal: all in organization will be certified through Development Dimensions Inc. in customer service
    - ii. The Advisory Board meets monthly and plays an important role; using feedback from evaluations by users, surveys and several other sources of information
  - c. Procurement—4 initiatives
    - i. Print optimization; consolidate printers, toners, etc. as a money saver; estimate is to save about \$1M/year
    - ii. eProcurement; through SAP goal is for users to have an “Amazon-like” experience, load items into cart and a PO is developed; have saved \$3.5M to date, expected only \$1.4M to date; getting more items on contract for that program
      1. Voth: seems like when I work with someone in my own dept (basic sciences), they place the order then there is long lag; subsequently we discover the order was never placed, or other problems; Bowes: contact Suzanne Leslie if problems
    - iii. Purchasing consortium
      1. UAMS has entered a contract with Upper Midwest Consolidated Service Ctr, a group of ~50 hospitals and medical associations, for additional leverage for savings.
        - a. We estimated \$5M/year savings; if we look at what we have now, saved \$1.5M.
        - b. Now reviewing all contracts; as of today, gotten close to saving \$4.7M
        - c. To qualify for the best deal, at least 25% of our physician and clinic preference items have to be ordered from vendors already on their list; we are close to 100% for physician preference items, still a bit low in clinical preference items
        - d. This consortium’s probably won’t apply to research because they (the buying group’s items) are not specialized research equipment but mostly clinical
          - i. Comment: as a researcher, I want THESE gloves and THIS pipette. Possible?  
Bowes: ideally we want all purchases on same contracts, but he thinks this will not hit in research area, but commodity items such as paper products, etc.
          - ii. Comment: voided warranties of research equipment at UKY when they joined a similar buying consortium
            1. Research: want to get them on contract if can to save money

2. Sales tax must be paid on research equipment here, 10% hit and clinical/hsp doesn't have to pay that
  3. David Ripa is looking at trends of ordering for research; if you order something specific it won't be stopped
  - iv. Comment: with all people moving around university, the people haven't been replaced in original place; those positions have been posted per Renee Rains
    1. Response: UAMS is in financial straits; last 4-5 year we have been in negative territory; 2017 we will be \$35.2M down; clearly that is not sustainable so we have to turn around
    2. In his 36 years in higher education, across-the-board cuts don't work; so, the other driver for change is the decision to go with service lines; that required expense-based budgets and different structural configurations of clinical departments, which affects other parts of university; have to reconfigure
    3. Idea is move people internally rather than bring in from the outside, restructure pieces of jobs left by moving people around; ex: did 60% research, 40% other, how to restructure the 40%? For now, refilling those positions, but in the future will need to restructure within areas so those department have all the support they need
    4. IT starting a look see
    5. Hospital coming up next
  - v. Question about staff training and connections between ORSP and SPAN; Bowes said all getting training in SPAN, Renee said two are talking
    1. Response 1: don't want back and forth between SPAN and ORSP, monitoring to see that has stopped
    2. Response 2: follow up emails from agencies are setting certain people responsible to answer; Comment: 3 people all ignored some NSF email and a \$5M grant opportunity was missed
  - vi. Comment: sometimes there are followers who don't think independently and have told her they are "just following orders"; all should be checking for errors, not just last person or PI, if all are certified. Redundancy important. Bowes: one advantage with SPAN, can do that more easily, have folks looking at this
  - vii. Comment: drop down menu is a problem in Tracks; not the correct name there, took a week to track down who to ask to confirm; should have "other" or blank line and allow type ins. Lefler: Tracks designed for clinical trials, mainly bench science; nursing has much diff funding agencies. Voth: faculty may not Renee: we can get things added to Tracks but she'll find out re: blank and other
  - viii. Comment: have requisition people in the colleges/depts., they are being trained? Bowes: we want to do that, Lefler, great for centralized, but not so good for those out in colleges; Bowes, we don't have enough training; need to do more training in requisition process
  - ix. CON: will purchasing for research stay in depts.? Bowes would like dedicated purchasing group within SPAN, would like it to switch over at some point. So, plan is Pre- award and post-award within SPAN; "yes" was answer; helped in some areas without folks to do the work
3. No committee reports, what is there can be done by email
  4. HOD President Stearman was recognized and Voth has invited her to attend the Council meetings

- a. Need volunteer(s) to attend the HOD meetings on the 3<sup>rd</sup> Wed. each month at noon; HOD does a lot; he would like a single person to go and report to Council
  - b. Activities: Voth met with Phelicia Stearman and Ben Jackson, do a lot of things on and off campus, e.g., charities
    - i. Voth: would like to be involved in some way with what's going on already, or if HOD finds itself needing to hand off things, the Senate will offer to do that task
    - ii. Drive in December for goodie bags Woodruff Elementary students; also do Thanksgiving boxes for UAMS employees; Stearman wants to collect things now for Xmas: need toys, books, snacks, crayons, school supplies; get hats and scarves through HOD connections with Dollar General, so that will not change; there will be volunteers from HOD to donate to around campus; there is space to store items on campus and Stearman stated she needs to figure out how to verify donations for taxes; Smith-Olinde commented that a letter to the donors on letterhead, along with advice to retain receipts, should be sufficient for tax purposes
    - iii. HOD will take care of the 10 kids in PRI right now
5. New Business
- a. Comment: didn't see May minutes grievance mentioned. Voth has received a lot of information, and he will be in touch with Council if we need to address that issue. Provost has met with faculty member, Voth needs to talk with faculty re: Provost visit. Wei: what is process to decide to do anything or not?
  - b. Comment: A blog was put out last week, no comments; Voth: have included grad students on calendar, hoping to increase response to faculty blog
  - c. Comment: we no longer has access to archived emails and IT has informed they cannot be accessed on his PC once his Outlook profile was changed, as he needed to do recently. Comment: the now 2-year old UAMS policy doesn't allow archived emails on PCs, only on the network
  - d. Comment: Who's in charge of research? Structure is divided among Bowes, Cornett and TRI; Voth: progressive movement to be under Bowes, ORSP is not under Bowes, and seemingly no administrator has responsibility for anything if problems arise. What's the rationale for so many people being in charge of research?

The meeting was adjourned at 12:00 pm.