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[**Weekly Relays User Guide**](https://ispace.utmb.edu/xythoswfs/webview/_xy-12470404_1)

**TOPICS LEGEND**

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| C:\Users\krhensle\Desktop\SMALL LOGO (2).jpg | WEEKLY RELAYS | **Feb. 8, 2018** |
| **YOUR DEPARTMENT NEWS** | **UTMB NEWS** |
| **IMO**IMO successfully implemented midterm exams for PHD and EER. Students performed well, exceeding the National metrics for each exam. Special thanks to Sarah Dolezal, Ashley Shriver and the IMO team for their hard work.**OSAA**The School of Medicine Special Programs website is now live. <https://www.utmb.edu/specialprograms>The Summer Research Programs website is now live: <https://www.utmb.edu/specialprograms/srp/welcome-to-srp>Students interested in conducting research between year 1 and year 2, please have them visit the SRP website for important dates and instructions. The Comprehensive Basic Science Exam (CBSE) was administered to the Class of 2020 Saturday, February 10, 2018.Students can pick up their score reports Tuesday, February 13, 2018. ASCC Director Dr. Sofia Cano wishes to thank Frances Dawe, the Computer Center Testing staff, and all of the following who gave up a Saturday to help proctor the exam:Dr. Julie Mckee, Dr. Richard Carroll, Dr. Norma Perez, Shirley Pullen, Rita Copado, Catherine Hale, LaDonna Haney, Mary Mallini, and Theresa Silva.**OCE**Hosted by the Office of Clinical Education, the rising MS4 class meeting was held on February 12, 2018 in Levin Hall. Dr. Michael Ainsworth, Senior Associate Dean for Educational Performance, reviewed USMLE Step 2 CS information including planning, registration and exam preparation strategies. Dr. Ruth Levine, Assistant Dean of Educational Affairs, discussed 4th year course requirements, scheduling, external rotation application process,  Step 2 issues and applying for residency. Save the Date!  Please plan to join us for the 14th Annual Curriculum Educator’s Conference to be held on Thursday, May 17, 2018 from 9:00 am – 4:00 pm at Moody Gardens Hotel and Convention Center in Galveston.  | **Merit plan information coming soon:**President Callender and the executive vice presidents are finalizing the merit pay plan covering Classified, Non-Teaching, Administrative & Professional and Executive staffs. We expect to announce details of the plan in a global UTMB Broadcast email on March 1, and also in the Weekly Relay Notes. Please note that Faculty and Correctional Managed Care employees are paid under compensation plans that differ from the employee groups listed above and are not included in the merit pay plan currently being finalized by executive leadership.**Mondays in March:** UTMB’s annual Mondays in March series begins March 5 at noon in Levin Hall Main Auditorium on the Galveston Campus. The schedule for this year’s sessions is:* **March 5:** Health System Update: Donna K. Sollenberger, executive vice president and chief executive officer, UTMB Health System
* **March 12:** Academic Enterprise Update: Dr. Danny O. Jacobs, executive vice president and provost, and dean, School of Medicine
* **March 19:** Business and Finance Update: Cheryl A. Sadro, executive vice president and chief business and finance officer
* **March 26:** Leadership Panel Discussion with UTMB President Dr. David L. Callender and the three executive vice presidents

Remote viewing options will be available for all sessions. For more information about this year’s series, please visit <https://www.utmb.edu/mondays-in-march>.**Thayer Awards for Excellence in Teaching:** Selected by Osler Student Scholars in the John P. McGovern Academy of Oslerian Medicine, these residents exemplify sound scientific knowledge, compassion toward patients and dedication to learning and teaching. This year’s winners are:* **Dr. Pablo Padilla**, Department of Surgery, Division of Plastic Surgery
* **Dr. Michael Gillespie**, Department of Psychiatry and Behavioral Sciences
* **Dr. Keyan Mobli**, Department of Surgery, Division of General Surgery
* **Dr. Dominique Washington**, Department of Obstetrics and Gynecology
* **Dr. Taylor Herzog**, Department of Psychiatry and Behavioral Sciences

Awards will be presented during their respective department’s ward rounds. For more information, visit <https://www.utmb.edu/osler/Awards/ThayerAward>. |
| TOPICSLEGEND |  PATIENT CARE EDUCATION & RESEARCH INSTITUTIONAL SUPPORT CMC |
| **AROUND UTMB** (Use the legend above to quickly find items of interest to your team) |
|  **ACTION ITEM—PeopleSoft Financial Management System (FMS) upgrade and outage:** PeopleSoft FMS is scheduled for an extended outage from **5 p.m.** **Friday,** **Feb. 16** until **10 p.m. Monday,** **Feb. 19** to complete a software upgrade. FMS is a financial management tool that captures, processes and maintains financial records related to Purchasing, Accounts Payable, Travel and Expense Reimbursements, Grants, Asset Management and UTMB’s General Ledger. During the outage, users will not be able to access the eProcurement, Travel & Expense, Accounts Payable, Grants/Commitment Control or Asset Management applications. For more information and a list of entry and processing deadlines, visit <https://ispace.utmb.edu/xythoswfs/webview/_xy-18087484_1>.**Audiology and Speech Pathology services restored at Texas City clinic damaged by Hurricane Harvey:**Audiology and Speech Pathology services at UTMB’s Primary and Specialty Care Clinic in Texas City, which was extensively damaged by Hurricane Harvey, are now back in operation as of Feb. 5. The clinic, located at 10121 Emmett F. Lowry Expressway in Texas City, provides a host of services including adult and pediatric primary care, cardiology, clinical laboratory services, orthopedics and urgent care. For more information on the clinic and the full list of services provided, visit <https://www.utmbhealth.com/locations/clinics/texas-city>.**GALVESTON CAMPUS****UTMB Alumni Field House open house:**All UTMB employees are invited to attend an open house event at the UTMB Alumni Field House **Feb. 14-16** during normal business hours. Come by and learn more about the Field House, work out for free and experience our new equipment, which was generously funded by The Sealy and Smith Foundation. Demonstrations of new equipment will take place at noon on Feb. 14 and at 5:15 p.m. on Feb. 15. The UTMB Alumni Field House is located at 215 Holiday Drive, on the east end of the Galveston Campus. Please call (409) 266-BFIT or email Alumni.fieldhouse@utmb.edu with any questions.**REMINDER****Leadership Panel—“How to Lead? Supporting the Advancement of Women Who Aspire to Leadership Roles:”** UTMB’s Office of Strategic Management will host a leadership panel highlighting the mission of the UTMB Women's Leadership Network and the importance of mentoring and networking. The panel will have four diverse leaders responding to questions about their distinct career paths: Donna Sollenberger, executive vice president and CEO of the UTMB Health System; Dr. Laura Rudkin, professor and chair of the Department of Preventive Medicine and Community Health; Dr. Rebecca Saavedra, vice president of Strategic Management; and Dr. Tammara Watts, associate professor in the Department of Otolaryngology, Division of Head and Neck Surgery. UTMB President Dr. David Callender will moderate the discussion. The panel will be held Feb. 14 from 1:30 to 3 p.m. in Levin Hall Main Auditorium. Everyone is welcome. [Registration required](https://www.eventbrite.com/e/how-to-lead-supporting-the-advancement-of-women-who-aspire-to-leadership-roles-tickets-42056839138). More information can be found on [iUTMB](http://intranet.utmb.edu/iutmb).**REMINDER****Provost’s Lecture Series—“Meeting the Challenge of Burnout:”**The UTMB Provost’s Lecture Series will continue on Feb. 13 with a presentation by Dr. Christina Maslach titled “Meeting the Challenge of Burnout.” Maslach, professor emerita of Psychology at the University of California, Berkeley, is widely recognized as a pioneer in job burnout research. Her numerous publications include “The Truth About Burnout” and award-winning articles such as her longitudinal research on early burnout predictors, which was honored in 2012 as one of the 50 most outstanding articles published by the top 300 management journals in the world. The presentation will begin at 4 p.m. in the Levin Hall Dining Room on the Galveston Campus, with a light reception to follow at 5 p.m. RSVP to Amanda Simpson in the Office of University Events at events.oua@utmb.edu or by phone at (409) 747-6735. For more information or to view the two previous presentations in the Provost’s Lecture Series, visit <https://www.utmb.edu/provost/home/provost-lecture-series>. |  **The Joint Commission Questions of the Week:****In a fire emergency, who has the authority to shut off the oxygen valves in the hospital and clinical areas?****Answer:** Only the charge nurse has the authority to shut off the oxygen and only local fire departments, along with property services, can turn it back on.**What are two places where you can report potentially unsafe environmental conditions at UTMB?****Answer:** 1. Environmental Health & Safety’s “Report A Concern” form and 2. Patient Safety Net**Which document gives you information on how to evacuate during a fire emergency, including the primary and secondary evacuation routes?****Answer:** Written fire response plan |
| **DID YOU KNOW?**The 22nd Annual San Luis Salute, which was held Feb. 9, honored **Dr. Joan E. Nichols**, professor of Internal Medicine and Microbiology and Immunology and the associate director of the Galveston National Laboratory. The gala, hosted by Tilman and Paige Fertitta, celebrates Mardi Gras! Galveston by providing a charitable aspect to the city’s annual celebration. Each year, the Salute recognizes the extraordinary work of doctors and scientists and helps fund UTMB programs. This year’s event proceeds will support Dr. Nichols,’ which focuses on the development and evaluation of bioengineered lungs and the respiratory system, and the Jennie Sealy Hospital. |