November 17, 2020

Dear Faculty, Staff and Postdocs,

Well, the University goal was to get through November 20 with in person teaching and exams and we only missed the date by one week! I absolutely support the administration for calling for all remote teaching this week. The safety of the students, staff and faculty is our highest priority. I especially want to thank those students who were scheduled for an in person exam this week for their flexibility, to our faculty who find themselves rewriting exams at the last minute, and to those staff who support these remote exams.

GENERAL COLLEGE INFORMATION

- “In the Interim” Program: This week’s networking event will be with Dr. Rebecca Smith at U-M College of Pharmacy and Clinical Pharmacy Specialist, EGS/Trauma and Neurocritical Care. Join to learn all about Dr. Smith’s personal experiences and advocacy work, sexual harassment in the field of pharmacy, examples of what misconduct might look like, and resources at the University of Michigan for those who have experienced harassment! REGISTER

FACULTY

- Research Forum 2021 Update: At our last faculty meeting the majority of us indicated in our impromptu poll that we should not hold research forum. We heard you but realized we do need to hold this annual event due to curricular requirements for some of our students. Therefore, research forum will be required for our BSPS honor students, pharmacy residents, PharmD McGlone award nominees, and any PharmD student wishing to present. The date is currently being identified, but will
most likely be March. Additionally we will hold this event in the evening so it will not disrupt classes. Therefore if you originally had class on February 12th you can do so, provided this is not one of the previously scheduled mental health days. Further information will be coming out shortly, regarding our roles as faculty and how students can be involved (spoiler alert, it will be significantly scaled back).

- **COVID Alert Messages:** The emails sent out by the university regarding positive COVID cases in the building and classroom have been less than clear. We wanted to give you some guidance on these and what you need to do. First the primary message you need to pay attention to is in regards to contact tracing. If you are contacted by the Washtenaw County Health Department, please take this seriously and follow up with employee health regarding your next steps. You can also go to your responsible app and answer the questions, realizing you will not get the green check mark, as the information you get when you do that also provides you with guidance should you be unclear about what to do.

  If you get an email from Dean Ellingrod about someone being in the building who tested positive, this is primarily a “courtesy email” and does not mean that you have been in close contact with someone who has tested positive. You do not have to self-quarantine or contact occupational health, unless you are contacted through contact tracing. You should monitor for symptoms, wear a mask at all times on campus, maintain a distance of 6 ft from others, and wash your hands frequently. Transmission within our laboratories and building has been very, very low, which shows that these measures work. If you have further question, you can use this guidance.

- **Human Subjects Research:** Earlier this week the university asked all Tier 2 studies that do not offer any benefit to patients (Benefit Level 4 on the human research activation checklist) should prepare to pause in-person activity with research participants by **Friday, November 20** at the latest. You can use U-M research ramp down checklist to guide you through this process. You are not required to fill out this form and/or submit it for approval. If you have questions, please contact Dean Ellingrod.

- **Upcoming Holiday Break:** This is a reminder that the University is officially going on break from November 25-29th. There will not be any housekeeping services in the pharmacy and north university building during this time. So please plan accordingly. These services will resume on November 30th.

**STAFF**
• **Administrative Staff Information Regarding Holiday Breaks:** As the University has given employees extra season days on November 25 and December 23-24, administrative staff will be working regular hours on November 24 and December 22. We will not be closing administrative offices early on those days, but staff may work with their supervisors to schedule vacation time for additional time off.

**POSTDOCS/FELLOWS**

• **Pharmacy 727: Career and Professional Development:** I wanted to let you know that this year, Dean Ellingrod will be coordinating a graduate student and postdoctoral fellow section of P727. As part of this class, student and post docs can learn about a variety of topics, including:
  - Unique employment and career opportunities in industry, government, academia
  - The pros and cons of post-graduate training (i.e. fellowships)
  - How to get the “perfect job” including job interview techniques, creating a polished CV and Letter of intent, negotiating for your new position, things to think about once you have your position
  - Balancing both professional and personal demands.

We would like our graduate students to register for this course, but if this is problematic, please let Dean Ellingrod know (vellingr@med.umich.edu). The course will meet on Fridays from 2-4pm Winter Semester 2021.

**YOUR WELLBEING**

• **Well-being Resources for Faculty and Staff:** We added a new webpage with university well-being resources under both the Faculty Business and Staff Business dropdown menus of the MyCOP website.

Here you will find information on the 8 areas of personal well-being, as well as, resources from MHealthy and COVID-19:

https://pharmacy.umich.edu/mycop/wellbeing-resources

Sincerely,
Bruce Mueller
Interim Dean and Professor of Clinical Pharmacy
Electronic Mail is not secure, may not be read every day, and should not be used for urgent or sensitive issues