MINUTES
443rd MEETING OF THE FACULTY SENATE
3:00 pm, Wednesday, October 21, 2015
School of Medicine Administration, Board Room 103


Mmes:


Mmes:

REGULAR GUESTS: Drs. Clements, Skarupski

Mmes:

GUESTS: Heidi Conway, Valerie Sikora, Amy Page, Mark Chisamore, Drs. W.P. Andrew Lee, Nauder Faraday, Matt Austin.

I. Approval of the minutes
Meeting called to order at 3:08 PM. The minutes of the 442nd meeting of the Faculty Senate held on September 16, 2015 were approved.

II. Announcements and comments from Chair Dr. Crino,
Faculty Satisfaction Survey – 45% response rate as of 2:30 PM. Friday 10/23/2015 is the deadline. Please encourage your constituents to complete the survey; two important initiatives resulted from the 2013 survey – the faculty compensation taskforce and ensuing white paper and the clinical excellence pathway committee (2013 Faculty Satisfaction Survey Report). The Dean and the Trustees are focused on faculty questions and concerns. Discussion: 1) if faculty members have issues, please encourage them to discuss their concerns with their faculty senate representative who will then bring the issue to the Faculty Senate; 2) Basic Scientists may have concerns, particularly about faculty satisfaction questions not asked on the survey instrument – recommend that they voice their concerns with their faculty senate representative; 3) Important for leadership to point-out action items taken as a result of the faculty satisfaction data. Dr. Delesse LaCour (representing Part-Time Instructors) has resigned from the Faculty Senate; a special election will be held for another representative to complete her term.

III. Heidi Conway, Sr. Director for Benefits and HR Shared Service
New online portal for enrollment and account management launched. Introduced the new JHU Select Funds. American Century and VALIC have been eliminated as investment providers. Offering brokerage services option with access to additional funds. Everyone must go online and select choices. If you do nothing, your funds will default on January 1st to Vanguard Target Funds Retirement. See attached slides.

IV. Valerie Sikora, MSF, Director Financial Affairs, Financial Planning & Analysis, Amy Page, Director, Travel and Expense Programs
Mark Chisamore, Senior Associate Strategic Initiatives
New online travel portal. Recommended for all JH travelers. Integrated approach to travel - incorporates business and personal travel – includes monitoring international travelers for safety. Discounted prices and savings using the preferred providers. See attached slides.

V. W. P. Andrew Lee, MD, Director, Plastic Surgery, Chair, Associate Professor Promotions Committee
Nauder Faraday, MD, MPH, Vice Chair, Associate Professor Promotions Committee.
Revised CV template for promotions. Presented to the ABMF in September – pending final approval – implementation anticipated January 2016. Important to remember that peer-reviewed manuscripts are not the only form of scholarship considered for promotion (especially important for faculty members on the clinicians with distinction pathway). See attached slides.

VI. Matt Austin, Assistant Professor, SOM Admin Armstrong Institute
Patient Safety & Quality Data Transparency Website. See attached slides.

With there being no further business, Dr. Crino thanked everyone for coming and adjourned the meeting at 5:00PM

Respectfully submitted,
Masaru Ishii, MD, PhD
Recording Secretary
JHU Retirement Plan Changes
Effective January 1, 2016

Town Hall Seminar
What We Will Cover

• Background
• Key Changes & What Is Not Changing
• New Online Portal
• JHU Select Funds
• Investment Options
• Retirement Choice Period
• How to Enroll
• What Do I Have To Do?
• Questions?
Johns Hopkins University is restructuring its retirement plan administration and investment options to:

• Offer you an online retirement planning experience

• Ensure the university remains compliant with the regulations that govern retirement plans
  – IRS and DOL regulations require more structured oversight of 403(b) retirement plans
The university evaluated the current retirement plans in terms of:

<table>
<thead>
<tr>
<th><strong>Service Providers</strong>*</th>
<th><strong>Investment performance</strong>*</th>
<th><strong>Costs</strong>*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Five investment providers: American Century, Fidelity, TIAA-CREF, VALIC and Vanguard</td>
<td>Evaluated long-term performance and fees</td>
<td>Administering and maintaining the plans</td>
</tr>
</tbody>
</table>

*Completed with an independent consultant*
Key Changes

1. Launch a new online portal for enrollment and account management

2. Introduce the new JHU Select Funds*

3. Eliminate American Century and VALIC as investment providers

4. Offer a Brokerage Services option with access to additional funds

*Chosen and monitored for performance and cost

- All participants will be asked to acknowledge that the JHU Select Funds are monitored for performance and other options are not, via the JHU Select Funds Consent
- All JHU Retirement Plan participants will need to make an active election during Retirement Choice or they will default to the standard JHU Select Fund
What Is Not Changing

• Plan design and plan rules remain the same
  – Eligibility and vesting
  – Employer contributions to all 403(b) plans
  – Support Staff Pension Plan will remain unchanged

• Existing balances can remain where they are, regardless of current investment provider(s)

• Retain Fidelity, TIAA-CREF and Vanguard as investment providers

• Employees currently investing with Fidelity, TIAA-CREF or Vanguard:
  – Can keep investment selections exactly as they are – must log in to make this choice or be automatically invested in the JHU Select Funds
  – Can also make new elections if they choose to do so
Each JHU Retirement Plan participant MUST take action during the Retirement Choice period between October 14, 2015 and November 11, 2015

You will:
- Visit the *myChoices* tab on the JHU Benefits website
- Log in to the Retirement Choice online portal
- Accept the JHU Select Funds Consent
- Confirm or change how you want to invest.

*These choices will take effect January 1, 2016*

After January 1, 2016, the online portal will be available to make changes to your retirement account
New Online Portal

• Used for online enrollment, managing contributions and investment provider elections

• View all JHU retirement plan assets and history in one place, regardless of investment provider

• Provides access to JHU Select Funds, which will be monitored by the university for performance and cost

• Provides access to Fidelity, TIAA-CREF, Vanguard and Brokerage Services

• Hosted by TIAA-CREF
  – Primary point of contact, regardless of investment provider
JHU Select Funds

• Chosen based on performance and cost
  – Based on quantitative and qualitative results relative to markets, objectives, style, benchmarks and peers
  – All participants will be asked to acknowledge that the JHU Select Funds are monitored for performance and other options are not, via the JHU Select Funds Consent

• Features passively managed index mutual funds

• Approved by JHU Board of Trustees

Benefits

Simplicity
Diversification
Market returns
Lower fees
• Funds include:
  – Vanguard Target Retirement Series
  – Five Core Mutual Funds:
    • Vanguard Prime Money Market
    • Vanguard Inflation-Protected Securities
    • Vanguard Total Bond Market Index
    • Vanguard Total Stock Market Index
    • Vanguard Total International Stock Index

• Automatically invested in a Vanguard Target Retirement Fund on the Select Funds menu if no active election is made

• Hosted by TIAA-CREF
Investment Options

• You may invest directly with the three investment providers that are being retained

• These options **will not** be monitored by JHU for performance

<table>
<thead>
<tr>
<th>Fidelity</th>
<th>TIAA-CREF</th>
<th>Vanguard</th>
</tr>
</thead>
<tbody>
<tr>
<td>184 mutual funds</td>
<td>13 mutual funds and annuities</td>
<td>88 mutual funds</td>
</tr>
<tr>
<td></td>
<td>Brokerage Services</td>
<td></td>
</tr>
</tbody>
</table>

• **You may no longer invest directly with American Century and VALIC** starting in 2016 (for future contributions)
  • Current balances may remain with American Century and VALIC
  • American Century investments available through Brokerage Services
From **October 14, 2015, through November 11, 2015**, you will choose how to invest your future plan contributions starting January 1, 2016.

- **All employees** enrolled in the 403(b) plan must make an election:
  - Log in to the online portal via the “Retirement Benefits” button on the *myChoices* tab of the Benefits website
  - Choose “Keep Current Elections” or “Change Elections”

- If no action is taken:
  - Current account balances will remain where they are
  - Future contributions will be automatically invested in an age-appropriate Vanguard Target Retirement Fund through the JHU Select Funds (hosted by TIAA-CREF)
Keep Current Elections

Option 1: Change Elections
Choose this option to change your contribution amount or investments. This option allows you to access the JHU Select Funds.

Change Elections

Option 2: Keep Current Elections
Choose this option to keep all of your existing retirement plan elections, including your contribution amount and investments. To make a change or access the JHU Select Funds, choose Option 1.

Keep Current Elections

- Option for those currently investing with TIAA-CREF, Fidelity and/or Vanguard

- Easy one-step enrollment with “Keep Current Elections”:
  - Current contribution amount remains the same
  - Investment provider(s) remains the same
  - Individual investments remain the same
Change Elections

• Required for those currently investing with American Century and/or VALIC

• Click “Review and Make Changes” to choose:
  – Contribution amount
  – New investment provider(s)
  – Investments
## Impact of Changes

<table>
<thead>
<tr>
<th>Current Investment Provider</th>
<th>Maintain Existing Balances</th>
<th>Future Contributions</th>
<th>REQUIRED ACTIONS During Enrollment Period</th>
<th>If Required Actions NOT TAKEN</th>
<th>Optional Actions During Enrollment Period</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>INVESTMENT PROVIDERS EFFECTIVE January 1, 2016</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fidelity</td>
<td>Yes</td>
<td>Yes</td>
<td>1. Log in to online portal</td>
<td>Contributions starting 1/1/16 will be automatically invested in a Vanguard Target Retirement Fund within the JHU Select Funds at TIAA-CREF.</td>
<td>• Change contribution amount(s)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2. Accept consent</td>
<td></td>
<td>• Change investment(s)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3. Choose investments going forward:</td>
<td></td>
<td>• Update beneficiary designations</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>• “Keep Current Elections” or</td>
<td></td>
<td>• Transfer funds between providers</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>• “Change Elections”</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TIAA-CREF</td>
<td>Yes</td>
<td>Yes</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Vanguard</td>
<td>Yes</td>
<td>Yes</td>
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</table>

| **INVESTMENT PROVIDERS ELIMINATED EFFECTIVE January 1, 2016** |
| American Century           | Yes                         | Yes, through Brokerage Services | 1. Log in to online portal              | Contributions starting 1/1/16 will be automatically invested in a Vanguard Target Retirement Fund within the JHU Select Funds at TIAA-CREF. | For Existing Balances:                                |
|                            |                             |                      | 2. Accept consent                       |                                | • Update beneficiary designations               |
|                            |                             |                      | 3. Elect contribution amount(s)         |                                | • Transfer funds between providers              |
|                            |                             |                      | 4. Select investment provider(s)        |                                |                                            |
|                            |                             |                      | 5. Open new accounts through Fidelity, TIAA-CREF and/or Vanguard websites |                                |                                            |
|                            |                             |                      | 6. Add beneficiaries                    |                                |                                            |
| VALIC                      | Yes                         | No                   |                                          |                                |                                            |
Visit the myChoices tab of the Benefits website and click on the “Retirement Benefits” button to get started. This will take you to the new online portal.
Benefits website Welcome Screen

myChoices Retirement

Welcome
Learn About the Changes
Tools to Help You Plan
Take Action

RELATED LINKS

- Retirement Choice Online Portal: Enroll Now!
- Decision Guide
- Quick Start Guide - Currently Investing with TIAA-CREF, Fidelity, or Vanguard
- Quick Start Guide - Currently Investing with American Century or VALIC
- How Am I Impacted?
- Where Can I Get Help?
- Town Hall FastFacts Presentation
- Frequently Asked Questions
- JHU Select Funds Consent
- Glossary of Terms
- Gazette Article
- HR NewsWire

Welcome to Retirement Choice

The myChoices Retirement website provides you with the information you need about the upcoming changes to the JHU Retirement Plan.

In 2016, we will be updating your retirement plans to incorporate changing government regulations and to provide you with an enhanced online experience.

All employees enrolled in the 403(b) plan will need to take action between October 14, 2015, and November 11, 2015, to make Retirement Plan decisions for 2016. Click to enroll now.

To review your 403(b) plan eligibility, take a look at the Retirement tab on Benefits website.

Click on the links on the left side of this page to learn about the changes, tools to help you plan, and what actions you need to take. If you have questions about Retirement Choice 2016, please contact the Benefits Service Center at 410 516-2000 or email the Benefits team at retirementchoice@jhu.edu.

For assistance with the online enrollment site, contact the JHU Retirement Center at TIAA - CREF at 1-888-200-4074.
<table>
<thead>
<tr>
<th>2015</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prepare Leadership</td>
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<tr>
<td>Announce and Educate Employees</td>
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<tr>
<td>Retirement Choice Period</td>
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<tr>
<td>Changes in Effect</td>
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</table>

- **Prepare Leadership**
- **Announce and Educate Employees**: Enrollment *Oct 14 – Nov 11*
- **Retirement Choice Period**: 
- **Changes in Effect**: Effective *January 1*
### Leadership Materials
- Mid Sept 2015
- Email, Fast Facts and FAQs

### Announcement Materials
- Late Sept – Early Oct 2015
- Employee announcement; Benefits website; Decision Guide mailed to employee homes

### Education and Outreach
- Sept – Dec 2015
- Town hall meetings and help desks; on-demand presentations; Benefits website; increased one-on-one financial counseling; various Gazette, The Hub, HR NewsWire, Today’s Announcements & Inside Hopkins Medicine articles

### Retirement Choice Period
- Oct 14 – Nov 11, 2015
- A series of reminders will be sent before and during the enrollment period. Additionally, confirmations will be emailed directly from the system when choices are made

### Investment Provider Materials
- Dec 2015
- Confirmation statements, welcome kits and legal documents mailed

### Effective Date of Changes
- Jan 1, 2016
LEARN MORE

Attend a Retirement Fair
– October 22, 2015 — Homewood Campus, Glass Pavilion, 10 a.m. – 4 p.m.
– October 27, 2015 — The Johns Hopkins Hospital, Zayed Building, Chevy Chase Room #2117, 10 a.m. – 4 p.m.

Visit a Help Desk to ask questions and complete enrollment online
Get personalized advice at a one-on-one session or over the phone with your investment provider of choice (see contact information below)

TO RECEIVE HELP DECIDING HOW TO BUILD YOUR PORTFOLIO WITH YOUR CHOSEN INVESTMENT PROVIDER(S):

Fidelity: 800 343-0860
TIAA-CREF, including JHU Select Funds: 888 200-4074
TIAA-CREF Brokerage Services: 800 927-3059
Vanguard: 800 523-1036
Questions?

• Call JHU Retirement Center at TIAA-CREF: 888 200-4074, Monday – Friday, 8 a.m. – 10 p.m. and Saturday 9 a.m. – 6 p.m.

• Email retirementchoice@jhu.edu

• Call the JHU Benefits Service Center 410 516-2000, Monday – Friday, 8:30 a.m. – 5 p.m.
Components of a Managed Travel Program

- Travel Booking Vendor/Tools
- Preferred Supplier Programs
- Expense Reporting
- Information Sharing
- Data Analysis & Delivery
- Payment Options/Credit Card Programs
- Risk Management

Policy
Johns Hopkins Travel Program: What It Will Look Like…

The Travel Program was designated to promote three primary benefits for the University and Health System: 1) Enhanced Customer Service, 2) Improved Safety Support, and 3) Increased Cost Savings.

| **Enhanced Customer Service** | • Single travel portal with direct access to online booking tool, policies and training documents  
| | • TMC agent supported-itinerary changes (i.e., avoid long lines at airports and let the TMC agents amend your flight, hotel, and ground transportation reservations)  
| | • 24/7/365 customer and emergency support to improve travel experience |
| **Improved Safety Support** | • Centralized itineraries to improve Duty of Care  
| | • Automatic integration with the Johns Hopkins Travel Registry and iSOS to notify travelers in the event of an emergency (anywhere in the world) |
| **Increased Cost Savings** | • Integrated online booking tool with pre-loaded, negotiated rates on Johns Hopkins travel portal  
| | • Low fare guarantees if lower fares are found (for identical itineraries only)  
| | • TMC support to leverage spend and negotiate discounts with hotels, airlines, rental cars, and other travel suppliers to deliver the best discounts for Johns Hopkins |
Johns Hopkins Travel Program: Preferred Suppliers List

In order to optimize our travel spend, the Johns Hopkins travel program has leveraged its consolidated buying power in the travel sector and negotiated cost-effective contracts with big suppliers.

Please utilize Johns Hopkins preferred suppliers whenever possible to enable us to continue to negotiate rates for the Johns Hopkins community.
New to the John Hopkins Travel Program: World Travel, Inc. and Concur

We are pleased to announce two new components to the Johns Hopkins Travel Program: World Travel, Inc. (the new travel management company) and Concur (the online booking tool)

<table>
<thead>
<tr>
<th>World Travel, Inc. Overview</th>
<th>Concur Overview</th>
</tr>
</thead>
<tbody>
<tr>
<td>World Travel, Inc. (WTI), based in Exton, PA, is a new travel agency for the university (not to be confused with World Travel Services).</td>
<td>Concur is the online booking tool that WTI licenses to book travel. Concur, which it is not owned by WTI, is the user interface for corporate bookings.</td>
</tr>
<tr>
<td>The Johns Hopkins Travel Committee selected WTI as its primary travel management company for several reasons, including:</td>
<td>Concur is a tool leveraged by many academic institutions and will provide Johns Hopkins travelers with a number of benefits, including:</td>
</tr>
<tr>
<td>• Annual booked travel: over $1.0 billion</td>
<td>• Lower transaction fees and lower ticket prices</td>
</tr>
<tr>
<td>• Average agent tenure: 11 years of experience</td>
<td>• Web fare and multi-GDS integration</td>
</tr>
<tr>
<td>• Operating Hours: 24/7/365 service (all insourced)</td>
<td>• Complete configuration and training</td>
</tr>
<tr>
<td>• Academic Client References: UPenn, American University and Villanova University</td>
<td>• Complete quality control and reporting</td>
</tr>
</tbody>
</table>
World Travel, Inc. offers an array of value-added services to meet client needs.

<table>
<thead>
<tr>
<th>Experience travel consultants (~11 years average experience)</th>
<th>24-hour reservation center</th>
<th>International rate desk</th>
</tr>
</thead>
<tbody>
<tr>
<td>E-Ticket recovery</td>
<td>No additional agency fees for refunds or voids</td>
<td>Integration with Johns Hopkins Travel Registry</td>
</tr>
<tr>
<td>Same day + 24-hour voiding capability in the USA</td>
<td>FlightStats</td>
<td>WorldQC</td>
</tr>
</tbody>
</table>
Go to:
http://travel.jhu.edu
### Need Help?

If you have additional questions, now or later, please contact one of the individuals below for support.

**JH Contacts**

<table>
<thead>
<tr>
<th>Topic</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel Portal</td>
<td><a href="mailto:jhtravel@jhu.edu">jhtravel@jhu.edu</a></td>
<td>(443) 997-1000</td>
</tr>
<tr>
<td>Travel Policy</td>
<td></td>
<td>(443) 997-6688</td>
</tr>
<tr>
<td>Reimbursement</td>
<td><a href="mailto:apssc@jhmi.edu">apssc@jhmi.edu</a></td>
<td>(410) 955-HELP</td>
</tr>
<tr>
<td>Other IT Issues</td>
<td></td>
<td>(410) 516-HELP</td>
</tr>
<tr>
<td>Other Travel Topics</td>
<td><a href="mailto:jhtravel@jhu.edu">jhtravel@jhu.edu</a></td>
<td>n/a</td>
</tr>
</tbody>
</table>

**WTI Contacts**

<table>
<thead>
<tr>
<th>Topic</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Booking Travel</td>
<td><a href="mailto:jhtravel@worldtravelinc.com">jhtravel@worldtravelinc.com</a></td>
<td>(888) 433-2556</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(484) 348-6310</td>
</tr>
<tr>
<td>Concur</td>
<td><a href="mailto:onlinehelp@worldtravelinc.com">onlinehelp@worldtravelinc.com</a></td>
<td>(800) 221-4730</td>
</tr>
<tr>
<td>Mobile Support</td>
<td><a href="mailto:mobile@worldtravelinc.com">mobile@worldtravelinc.com</a></td>
<td>n/a</td>
</tr>
<tr>
<td>Groups and Meetings</td>
<td><a href="mailto:jhtravel@worldtravelinc.com">jhtravel@worldtravelinc.com</a></td>
<td>(888) 433-2556</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(484) 348-6310</td>
</tr>
</tbody>
</table>

For more information, please contact us at [jhtravel@jhu.edu](mailto:jhtravel@jhu.edu) or visit the [Johns Hopkins Travel Portal](http://travel.jhu.edu).
World Travel, Inc. has a robust and experienced team dedicated to support Johns Hopkins travelers.

<table>
<thead>
<tr>
<th>Contact</th>
<th>Title</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adrienne Burton</td>
<td>Johns Hopkins Team Lead</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tim Briggs</td>
<td>Johns Hopkins Agent</td>
<td><a href="mailto:jhutravel@worldtravelinc.com">jhutravel@worldtravelinc.com</a></td>
<td>(888) 433-2556</td>
</tr>
<tr>
<td>Terrie Posta</td>
<td>Johns Hopkins Agent</td>
<td></td>
<td>(484) 348-6310</td>
</tr>
<tr>
<td>Melissa Holsopple</td>
<td>Johns Hopkins Agent</td>
<td></td>
<td></td>
</tr>
<tr>
<td>After Hours Agent</td>
<td>World Travel Agent</td>
<td><a href="mailto:afterhours@worldtravelinc.com">afterhours@worldtravelinc.com</a></td>
<td>(888) 433-2556</td>
</tr>
<tr>
<td>Support</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Donna Rufo</td>
<td>Account Manager</td>
<td><a href="mailto:drufo@worldtravelinc.com">drufo@worldtravelinc.com</a></td>
<td>(484) 348-6694</td>
</tr>
</tbody>
</table>
Appendix:
Selected Screenshots from Concur Travel
(Online Booking Tool)
Your Designated Agent Team Phone - 888-433-2556 / Email: jhutravel@worldtravelinc.com
Calling from outside the United States? Please call: 484-348-6310
For Concur technical support (M-F 8a-8p ET) - Phone: 800-221-4730 / Email: onlinehelp@worldtravelinc.com

Please click the Live Help Icon to chat with Online Support.
Support Hours: 9:00am to 5:00pm Eastern (Monday thru Friday)

Did you know?

To avoid additional service fees if you need to add a car and/or hotel to your already booked airline reservation, please access your Trips from the Home Page and click on the link to ‘Add a Car or Hotel to your Itinerary’.

We are pleased to announce National Car Rental and Enterprise Rent-A-Car as our primary car rental suppliers! All travelers will be able to access improved rates for National and Enterprise car rentals for business travel.

CLICK HERE FOR GSA HOTEL PER DIEMS

Last Minute Flights: If you are making airline reservations within 6 hours of flight departure time, please contact World Travel Inc. and speak to an agent to expedite your booking.

Download the WorldMobile® Travel App: Use WorldMobile® to access your travel information at all times. The WorldMobile® App provides intuitive features that help improve your travel experience, including trip details, destination information, FlightStats, and more. For more information, click here.

First Time User?
If you are a first time user, please access your profile by selecting "Profile" at the top of this page. Complete your entire profile before beginning to book travel.
Concur Travel – Trip Library

Access the itineraries from all trips you’ve booked (online or with agent) for the past 12 months:
Profile Options

Select one of the following to customize your user profile.

- **Personal Information**
  - Your home address and emergency contact information.

- **Company Information**
  - Your company name and business address or your remote location address.

- **Credit Card Information**
  - You can store your credit card information here so you don't have to re-enter it each time you purchase an item or service.

- **E-Receipt Activation**
  - Enable e-receipts to automatically receive electronic receipts from participating vendors.

- **Travel Vacation Reassignment**
  - Going to be out of the office? Configure your backup travel manager.

- **Mobile Registration**
  - Set up access to Concur on your mobile device

- **System Settings**
  - Which time zone are you in? Do you prefer to use a 12 or 24-hour clock? When does your workday start/end?

- **Contact Information**
  - How can we contact you about your travel arrangements?

- **Setup Travel Assistants**
  - You can allow other people within your company to book trips and enter expenses for you.

- **Travel Preferences**
  - Carrier, Hotel, Rental Car and other travel-related preferences.

- **Change Password**
  - Change your password.
Concur Travel – Traveler Profile

My Profile - Personal Information

Jump To: Personal Information

Disabled fields (gray) cannot be changed. If there are errors in these fields, contact your company's travel administrator.

Fields marked [Required] must be completed to save your profile.

Important Note

Your Name and Airport Security: Please make certain that the first, middle, and last names shown below are identical to those on the photo identification that you will be presenting at the airport. Due to increased airport security, you may be turned away at the gate if the name on your identification does not match the name on your ticket.

Title: [ ]
First Name: [William]
Middle Name: [Required] [Apollo]
Nickname: [Never]
Last Name: [ ]
Suffix: [ ]

Company Information

Employee ID: [ ]
Manager: [ ]
Position/Titles: [ ]
Org/Unit/Division: [ ]

Work Address

Company Name: [World Travel, Inc. Template]
Assigned Location: [Main Location (Douglassville, PA)]
Street: [1724 W Schuykill Road]
Address same as assigned location: [ ]
City: [Douglassville]
State/Province/Region: [PA]
Postal Code: [19518]
Country: [United States of America]

Save
## Trip Summary

**Baltimore, MD to Los Angeles, CA**  
**Mon, Aug 10 - Fri, Aug 14**

<table>
<thead>
<tr>
<th>All</th>
<th>Southwest</th>
<th>American Airlines</th>
<th>Delta</th>
<th>US Airways</th>
<th>United</th>
<th>Multiple Carriers</th>
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</thead>
<tbody>
<tr>
<td>58 results</td>
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<td></td>
</tr>
<tr>
<td>Nonstop, 2 results</td>
<td>1 results</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>1 results</td>
<td>--</td>
</tr>
<tr>
<td>1 stop, 45 results</td>
<td>13 results</td>
<td>10 results</td>
<td>6 results</td>
<td>5 results</td>
<td>10 results</td>
<td>1 results</td>
</tr>
<tr>
<td>2 stops, 11 results</td>
<td>1 results</td>
<td>1 results</td>
<td>--</td>
<td>2 results</td>
<td>--</td>
<td>7 results</td>
</tr>
</tbody>
</table>

**Baggage Fee Policies**

- Shop by Fares
- Shop by Schedule

*Prices shown are estimated round-trip fares*

- **= Fly America Compliant Flight**

We could do a deeper search to find additional flights, including sold out flights. [Load detailed schedule data.](#)
Concur Travel – Hotel Search Screen
Concur Travel – Car Rental Search Screen

Per Johns Hopkins policy, please decline any additional insurance for domestic travel.

Did you know?

To avoid additional service fees if you need to add a car and/or hotel to your already booked airline reservation, please access your Trips from the Home Page and click on the link to ‘Add a Car or Hotel to your itinerary’.

**PICK UP:** (LAX) ON MON, AUG 10 12:00 PM
**RETURN:** FRI, AUG 14 12:00 PM

<table>
<thead>
<tr>
<th>Car Brand</th>
<th>Economy Car</th>
<th>Compact Car</th>
<th>Intermediate Car</th>
<th>Standard Car</th>
<th>Full-size Car</th>
<th>Intermediate SUV</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enterprise</td>
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<td>28.40</td>
<td>30.34</td>
<td>32.28</td>
<td>33.25</td>
<td>46.83</td>
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<tr>
<td>Enterprise</td>
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<td>30.34</td>
<td>32.28</td>
<td>34.22</td>
<td>35.19</td>
<td>48.77</td>
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<tr>
<td>Hertz</td>
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<td>35.00</td>
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<td>49.00</td>
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<td>47.50</td>
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</tbody>
</table>

Sorted By: **Policy - Most Compliant**

Displaying: 31 out of 31 results.

**Economy Car (Apollo)**

- **$26.46 per day**
- **Unlimited miles**
- **Pick-up: Terminal: LAX**
- **Automatic transmission**
- **Total cost: $145.64**
The Low Fare Guarantee

Prior to booking, if you find a lower airfare available for your identical itinerary, World Travel, Inc. will match the lower airfare or provide a refund of double the difference.

This is a traveler-driven process. To submit a refund claim, please visit the Johns Hopkins Travel Portal.
Revised CV Template

W. P. Andrew Lee, MD

Chair, Associate Professor Promotion Committee
The Milton T. Edgerton, MD, Professor and Director
Department of Plastic & Reconstructive Surgery
Scholarship

As defined in the *Gold Book*

- Primary basis for academic advancement
- Encompassing *generation* of new knowledge and/or the *dissemination* of knowledge to others
- Accessible to *critical assessment* and accessible to *future use* by members of the academic community
Mean Publications by Pathway - 2014

<table>
<thead>
<tr>
<th>Pathway</th>
<th>Publications</th>
<th>Publications (First Last)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clinical Program Builder/ Clinician with distinction</td>
<td>25</td>
<td>10</td>
</tr>
<tr>
<td>Clinician/ Educator</td>
<td>17</td>
<td>7</td>
</tr>
<tr>
<td>Clinical Investigator/ Translational Research</td>
<td>34</td>
<td>15</td>
</tr>
<tr>
<td>Physician- Basic Scientist</td>
<td>24</td>
<td>11</td>
</tr>
<tr>
<td>Basic Scientist/ Research Program Builder</td>
<td>36</td>
<td>15</td>
</tr>
</tbody>
</table>
Mean Publications by Pathway - 2014

<table>
<thead>
<tr>
<th>Pathway</th>
<th>Publications</th>
<th>Publications (First Last)</th>
<th>Publications since AP</th>
<th>Publications (First Last) since AP</th>
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<td>25</td>
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<tr>
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<td>15</td>
<td>22</td>
<td>11</td>
</tr>
</tbody>
</table>
Mean Publications by Pathway - 2014

<table>
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<tr>
<th>Pathway</th>
<th>Publications</th>
<th>Publications (First Last)</th>
<th>Publications since AP</th>
<th>Publications (First Last) since AP</th>
<th>Invited Reviews</th>
<th>Book Chapters</th>
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<td>Clinical Program Builder/ Clinician with distinction</td>
<td>25</td>
<td>10</td>
<td>20</td>
<td>8</td>
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<td>11</td>
</tr>
<tr>
<td>Clinician/ Educator</td>
<td>17</td>
<td>7</td>
<td>15</td>
<td>6</td>
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<td>5</td>
</tr>
<tr>
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<td>34</td>
<td>15</td>
<td>23</td>
<td>10</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>Physician- Basic Scientist</td>
<td>24</td>
<td>11</td>
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<td>7</td>
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<td>Basic Scientist/ Research Program Builder</td>
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<td>15</td>
<td>22</td>
<td>11</td>
<td>4</td>
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</tr>
</tbody>
</table>
Clinician Promotion Workgroup

**Recommendations**

- Maintain fundamental tenets of promotion (
  *scholarship & national recognition*) in a single-track system
- Elaborate on criteria applicable to clinicians
- Educate faculty candidates and departmental promotion committees about clinician promotion
- Enhance CV template to include clinical criteria
Revised CV Template

- Recommended by Clinician Promotion Workgroup
- Reviewed and revised by PPC and APPC members
- Incorporated input from promotion committee staff
- Reviewed and affirmed by ABMF members, with final approval pending
Revised CV Template

- DEMOGRAPHIC & PERSONAL INFORMATION
- PUBLICATIONS
- FUNDING
- CLINICAL ACTIVITIES
- EDUCATIONAL ACTIVITIES
- RESEARCH ACTIVITIES
- SYSTEM INNOVATION & QUALITY IMPROVEMENT
- ORGANIZATIONAL ACTIVITIES
- RECOGNITION
Publications

- Original Research
- Review Articles
- Case Reports
- Book Chapters, Monographs
- Books, Textbooks
- Proceedings Reports
- Guidelines/Protocols, Consensus Statement, Expert Opinion
- Editorials
- Methods and Techniques, “How I Do It” articles
- Research Letters/White Papers/Brief Reports
- Letters, Correspondence
- Media Releases or Interviews
- Other Media (Videos, Websites, Blogs, Social Media)
Funding

Extramural Funding
• Research
• Educational
• Clinical
• System Innovation or Quality Improvement
• Other Extramural Funding

Intramural Funding
• Research
• Educational
• Clinical
• System Innovation or Quality Improvement
• Other Intramural Funding
Publication & Funding

- Consolidated listing to facilitate entry and review
- More subcategories for proper identification
- Avoidance of mislabeled entry (e.g. invited review as research publications)
- Enhanced clarity for PPC/APPC reviewers
Clinical Activities

• Clinical Focus (optional--up to 100 word narrative)
• Certification, licensure, boards
• Clinical Responsibilities
• Clinical Productivity
• Clinical Draw from outside local/regional area
• Examiner for specialty board
• Clinical Program Building / Leadership
• Clinical Demonstration Activities to external audience
• Development of recognized clinical standard of care
Educational Activities

• Educational Focus (optional--up to 100 word narrative)

• Teaching
  – Classroom instruction
  – Clinical instruction
  – CME instruction
  – Workshops/seminars

• Mentoring
  – Pre-doctoral Advisees/Mentees
  – Post-doctoral Advisees/Mentees
  – Thesis committees
  – Educational Program Building/Leadership
  – Educational Demonstration
Research Activities

• Research Focus (*optional--up to 100 word narrative*)
• Research Program Building/Leadership
• Research Demonstration Activities
• Inventions, Patents, Copyrights
• Technology Transfer Activities
Focused Activities

➢ Best opportunities to showcase focused activities

➢ Entry headings as “prompt” for description

➢ Not every entry is required: “Not Applicable”, “Unknown”

➢ May list activities/accomplishments not requested
Revised CV Template

- DEMOGRAPHIC & PERSONAL INFORMATION
- PUBLICATIONS
- FUNDING
- CLINICAL ACTIVITIES
- EDUCATIONAL ACTIVITIES
- RESEARCH ACTIVITIES
- SYSTEM INNOVATION & QUALITY IMPROVEMENT
- ORGANIZATIONAL ACTIVITIES
- RECOGNITION
Revised CV Template

- Reorganized to enhance clarity and critical review
- More entries to afford maximum opportunity to demonstrate accomplishments and activities
- Many entries optional: “Not applicable”, “Unknown”
- May be amended from further feedback
JHM Patient Safety & Quality
Data Transparency Website

October 21, 2015
Why We Are Doing This Work?

- **Accountability**: Transparency of these data will hold JHM accountable to the communities we collectively serve.

- **Convenience for Patients**: Consolidates our quality, safety and service data in one place for current patients as well as those considering Johns Hopkins Medicine for care.

- **Strategic Communication and Patient Education**: Allows JHM to provide context around the data, including what the measures represent, why the measures are important to patients, and what JHM is doing to improve its performance.

- **Alignment**: Aligns Johns Hopkins Medicine with peer institutions, many of whom are already sharing their patient safety, quality and service data on their own websites, as the market demands it.
Team

• Data stewards are engaged as active participants in providing data, helping the team visualize the data, and create the narrative for the data.

• Core Team
  – Lacey Hanson (M&C): Narrative
  – Katie Hazard (JHM Tech Innovation Ctr): Webpage
  – Karen D’Souza (AI): Data Procurement
  – Anna Roose (JHM Tech Innovation Ctr): Data Visualization
Measure Selection

- The website launched with data that are already publicly reported by other entities.
- The Patient and Family Advisory Councils were engaged to understand the types of measures they would be interested in seeing on the website, which guided the initial set of measures.
- The initial website launched with publicly reported data for the five general acute care hospitals within the Johns Hopkins Health System, Johns Hopkins Home Care Group, and Potomac Home Health Care.
- Additional measures will be added and all measures will be updated on a quarterly basis.
- Additional measures will reflect data requested by general consumer audiences across the U.S.
Initial Measures

- 30-Day Hospital Readmissions
- Catheter-Associated Blood Stream Infections (CLABSI) in the ICU
- Hand Hygiene Compliance
- CMS/TJC Core Measures
- Hospital CAHPS
- Home Health CAHPS
Potential Future Measures

- Procedure-based mortality and volumes
- Catheter-Associated Urinary Tract Infections (CAUTI) in the ICU
- Surgical Site Infections
- Population-health measures (e.g., HEDIS)
Future Steps

- Site launched in April 2015
- Processes have been identified to keep current measures and narrative updated
- Additional measures will be added