

College of Medicine and Life Sciences Council Meeting

Approved Minutes

Place: HEB 103

Date: Tuesday, May 21st, 2013 at 5:00 p.m.

Council Members Present:

Porter, M., Hill, J., Baugh, R., Weldy, D., Nazzal, M., Dennis, M., Yoon-Krawczyk, Y., Huntley, J., Novella, I., Williams, K., Howard, M. (Research Council Rep.)

Council Members Absent:

Mustapha, A., Fedorov, A., Rais, A., Gardner, A., Lecka-Czernik, B., Pearson, D., Malhotra, D., Liu, D., Sanchez, E., Filatoff, G., Vazquez, G., Willey, J., Smirnoff-Poling, J., Tinkel, J., Wall, J., Ryno, J., Muldrew, K., Elmer, L., Khurshid, N., Milz, S., Hejeebu, S., Schwann, T. Margiotta, J., Mukundan, D.,

Note that while attendance of representatives is recorded for voting purposes, these meetings are intended as a forum for all COM faculty.

Agenda Item	Discussion	Action
Call to Order		<ul style="list-style-type: none">By Council President Baugh at 5:05 p.m.
Minutes		<ul style="list-style-type: none">March 19th, 2013 minutes were approved as written.
Notice of Voting on Bylaw Changes re the University Council	<ul style="list-style-type: none">Attendees were notified about how voting has gone for Faculty Rules and Regulations Committee and main campus bodiesDiscussion occurred regarding whether “shared governance” requires direct access to the Board of DirectorsSome felt bylaw changes would not alter status quo for COM CouncilAttendees did not understand motivation behind threat to dissolve bodies that did not comply with bylaw changesConcern was raised about ceding autonomy: that a change to the University Council’s bylaws in the future would have to be complied with	<ul style="list-style-type: none">Email with link to webpage for anonymous voting will be sent May 22ndVoting will close June 6th
Bylaw changes	<ul style="list-style-type: none">Need to update bylaws to permit proxies to be appointed for Graduate CouncilWill be tabled until next fall	

Call for nominations for V.P. and Secretary	<ul style="list-style-type: none"> • One nomination for Vice President has been received 	<ul style="list-style-type: none"> • A reminder email will be sent • Voting must occur in early June
Dr. Gary Andres described automated grants accounting system to identify employees whose grant-based salary source is ending	<ul style="list-style-type: none"> • Discussed problems related to long-term lab personnel being given termination letters without PI being notified • HR generated the letters because they were using the same system – Grants Accounting is now delaying entering end dates • Identified problem centering around too many administrative layers involved in switching salary support to another source • Currently departments have to check employee timelines regularly to avoid problems • Grants accounting cannot accommodate 5 year grants – all are treated as 1 year grants that might not be renewed. Extensive paperwork is required every year. • Data in system reported to be frequently wrong, possibly due to input errors at the department level 	<ul style="list-style-type: none"> • Human Resources and Grants Accounting will meet together to discuss improvements to system • Please report any additional problems to the COM Council secretary so that we can determine if improvements have been made
APT Committee Report (President Baugh)	<ul style="list-style-type: none"> • New annual progress form successfully implemented • Changes to clinical educator track implemented as requested • Professionalism language inserted across tracks • Guidelines are now indexed • COM Council co-hosted meetings with APT Committee for faculty interested in changes 	
Discussion of lack of turnover in membership of standing committees	<ul style="list-style-type: none"> • Discussion was faculty initiated • Attendees felt that members of standing committees who had served for extended periods have undue influence, inhibit new ways of thinking, discourage newcomers from involvement • Term limits for HSC standing committee members received general support, lengths 	<ul style="list-style-type: none"> • Motion passed in support of term limits, staggered terms, and a buffer between terms served • Dr. Gold will be notified of above motion so that changes can be made for upcoming year (since

	<p>between 3-7 years were debated but no conclusions reached</p> <ul style="list-style-type: none"> • Parity with main campus would be good • A buffer between terms was also generally supported, e.g. 5 years on followed by 5 years off • How members placed on committees currently not ideal 	<p>committees are about to be reformed)</p> <ul style="list-style-type: none"> • An email discussion of length of terms etc. will be initiated so that a specific resolution can be passed • Wafaa Hanna will also raise our concerns at the upcoming standing committee meeting
Academic Affairs Subcommittee proposal re. clinical faculty teaching	<ul style="list-style-type: none"> • Two items from proposal remain outstanding: <ul style="list-style-type: none"> 1) "Request the Curriculum Committee to clarify the goals and objectives of the Clinical Decision Making course and its components with specific attention to Clinical Reasoning. As part of this process, they should clarify whether this course is to teach thought process skills, pathophysiology, documentation, all of the aforementioned, and/or other" 2) "Request administration to re-evaluate, structure, and/or restructure monetary incentives (positive and/or negative) for faculty, where appropriate, to ensure sufficient involvement of all clinical faculty in teaching 1st and 2nd year medical students" • Requests have been made but no timeline has been implemented 	<ul style="list-style-type: none"> • Executive committee will ask the Curriculum Committee and the Dean to report on progress at the September 24th meeting
Summary of issues addressed in 2012 – 2013	<ul style="list-style-type: none"> • Not discussed due to lack of time, but important to have on record 	<ul style="list-style-type: none"> • List of issues addressed will be posted on website by end of June
Adjourn	<ul style="list-style-type: none"> • By Council President Baugh at 6:15 p.m. 	
Minutes Submitted	<ul style="list-style-type: none"> • By Secretary Hill on Thursday, May 30, 2013 	