

Attendance:

Basic Sciences	Clinical
Jones, Davy	Bailey, Paula
Kelly, Tom	Iocono, Joe
Sullivan, Pat	Jackson, Wendy
Swanson, Hollie	Jicha, Greg
Wilson, Melinda	Springer, Joe
	Stevens, Julia
	Valentino, Joe

**in attendance*

Guest: Dr. Catherine Martin, Professor, Department of Psychiatry.

Announcements: Hollie Swanson served as chair in the absence of Chair Springer and provided a few updates as follows. With respect to the Anatomy Department, the committee has concluded its evaluation and has submitted its report to Dean de Beer on July 10th. The COM Dean search continues. A diverse pool of candidates has been received and the search committee is currently interviewing 9 candidates. With respect to the Faculty Council elections, the final phase will begin soon to allow for the new members to assume office on September 1.

Update from the Committee on Faculty Appointments, Appeals, Promotions and Tenure: Dr. Catherine Martin presented a report that summarized the work of the committee for this year. All of the promotions approved by the committee were also approved by Dean de Beer. The committee offers a number of suggested actions as follows.

-Faculty members should take ownership of their own dossiers.

-The CV's should be well organized. Use of a standardized CV form is encouraged.

-Objective measures of clinical activities need to be developed. This may include metrics such as RVUs and patient satisfaction scores.

-Faculty members should discuss their promotion with their colleagues. Presentation of a grand rounds or seminar may assist in this regard.

-Some of the letters of recommendation do not represent a true professional, “arm’s length” evaluation of the candidates. The committee suggests that faculty members consider establishing appropriate professional contacts early in their careers who would serve as in that capacity.

-All teaching evaluations should be included in the dossiers.

-Junior faculty members are encouraged to adopt a senior faculty member.

-The clinical title series should be expanded to include “Clinical Scientist”, “Clinical Educator” and “Clinical Administrator”.

Discussion with the Faculty Council included questions of whether new faculty orientations are ongoing and how new faculty may be informed of these issues and others pertaining to the promotion and tenure process. Jones reminded the Faculty Council that appeals of yearly faculty evaluations are also a charge of this committee ([College of Medicine, Rules and Procedure and Structures of Committee](#)). Martin stated that no appeals were seen by the committee this year. The issue of whether all dossiers contained a checklist approved and signed by the faculty member was also discussed. *Note: There is a checklist but no requirement for review and signature by the faculty member.*

Election of FC chair for 15-16 term: Swanson informed the Faculty Council that at this time, no nominations for Faculty Council Chair candidates have been received. Faculty Council members were asked to submit nominations.

Rules of the Faculty regarding appointment of chair: The issue of whether the College of Medicine rules could be modified to allow for more flexibility concerning nominations for the chair position. Currently, outgoing faculty council members are not eligible. In addition, the position rotates each year between the basic science and clinical faculty members. This upcoming year, only basic science faculty members are eligible.

The meeting was adjourned at 5:45.