

**MINUTES**

**University of Minnesota Medical School  
Faculty Advisory Council**

**September 2, 2003**

The meeting of the Medical School Faculty Advisory Council (FAC) was held on Tuesday, September 2 at 4:00 p.m. in Room B620 Mayo Memorial Building. Susan Berry, Chair of the FAC, presided.

Members Present: Peter Bitterman, Mark Bixby, Blanche Chavers, David Cornfield, Scott Crow, David Current, David Current, Elke Eckert, Patricia Ferrieri, Jon Hallberg, Marshall Hertz, David Ingbar, June LaValleur, Walter Low, James McCarthy, Steven McLoon, Wesley Miller, Charles Moldow, James Pacala, Deborah Powell, Patrick Schlievert, Virginia Seybold, Anne Taylor, Theodore Thompson, Douglast Yee, and Gregory Vercellotti

The FAC observed a moment of silence for Dr. Scott Giebink who passed away on August 29, 2003.

Welcome New Senators

Peter Bitterman welcomed new Senators to the FAC. Susan Berry will serve as the new chair for the 2003-2004 year.

Dr. Berry acknowledged senators who had terms expire on June 30, 2003: John Bantle, Greg Beilman, Stephen Ekker, Betsy Hirsch, David Ingbar, Richard King, Walter Low, James McCarthy, and Michel Sanders. She also welcomed the Senators who had been elected or re-elected who will serve until June 30, 2006: Greg Beilman, Stephen Ekker, Patricia Ferrieri, Jon Hallberg, Marshall Hertz, Betsy Hirsch, David Ingbar, June LaValleur, Walter Low, James McCarthy, Wesley Miller, Ted Thompson, and Douglas Yee.

Succession Plan

The election of a Vice-Chair for the 2003-2004 years will be done via e-mail. The Vice-Chair meets with the FAC Chair and Associate Dean for Faculty Affairs to set the agenda for each meeting and will become the Chair during the 2004-2005 year. Candidates for Vice-Chair will be FAC members with terms that expire in June 2005 or new members who have served on the FAC previously. Self nominations are also accepted. The member with the most nominations will be contacted and asked to serve.

Linkage between Faculty Advisory Council and Medical School Faculty

The FAC is convened on a regular basis to discuss faculty issues with the Dean. The Dean's Office and the FAC set the agenda for each meeting. Members are asked to attend regularly so they can effectively communicate with faculty. Advocacy at the University Senate is also important as the Medical School has the largest block of senators.

Finding an effective tool to communicate with faculty has been challenging. Informal communication is important and formal communication activities have met varying degrees of success. A survey of faculty was successfully completed that provided data on issues concerning faculty such as mentorship, diversity and time demands. Other methods such as assigning members to departments or blocks of faculty for communication purposes have had mixed success.

In addition to communications issues, ongoing agenda items for this year include:

- 1) Diversity discussions
- 2) Mentorship for all faculty, specifically non-tenured faculty members.
- 3) Accreditation issues
- 4) Budgetary and budgetary planning issues.
- 5) Serve as advisors to other councils for faculty feedback (*e.g.*, MD/PhD committee, education council)

Update – Searches, Budget and Finances, Mission Based Management

Dean Powell reported there are currently two open Department Head searches. An offer letter has been sent to a Neurosurgery candidate. In Pediatrics an interim head will be named, and eight Head candidates will be interviewed next week. Four will be chosen to come back for a second interview.

There will be a joint retreat with faculty from Duluth regarding the Liason Committee on Medical Education/Accreditation Council for Graduate Medical Education accreditations on September 20<sup>th</sup>. The executive summary draft will be done and strengths and weaknesses will be examined. Future issues, such as a joint organizational chair and the constitution, will also be discussed. The site visit will be March 28 through April 1, 2004.

Mission-based management is moving ahead. Allison Campbell has been drafting a communication strategy to periodically update faculty on the process. Neuroscience and Pediatrics, as well as a general surgery division, have been used as test departments for data collection. Three working groups (education, clinical, research) have been developing metrics to be used in project. The education group had developed metrics for tuition attribution and is now looking at qualitative and quantitative metrics. The steering committee meets with consultants and reviews data. This information will not be used in compensation decisions. These are management tools for Departments to look at if money is going to support out mission and what parts are not funded and how they are funded. If the mission-based management program were completely successful clinical programs would be supported by clinical income, research programs would be supported by research dollars, and state and tuition dollars would pay for education programs.

The meeting adjourned at 4:54 pm.

Respectfully submitted,

Kristine Olson

Staff to the FAC

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Last modified on Tuesday Jun 22, 2004

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