

MINUTES
University of Minnesota Medical School
Faculty Advisory Council

February 6, 2007

The meeting of the Medical School Faculty Advisory Council (FAC) was held on Tuesday, at 4:00 p.m. in Room B646 Mayo Memorial Building and 146 School of Medicine Duluth (via ITV). Steven McLoon, Chair of the FAC presided.

Members Present: Drs. Robert Acton (alternate), Sharon Allen, Vivian Bardwell, Susan Berry, Carole Bland, Jim Boulger, James Carey, Esam El-Fakahany, Donna Forbes, David Largaespada, Tucker LeBien, Steven McLoon, James Pacala, Christopher Pennell, Todd Tuttle, Gregory Vercellotti, and George Wilcox

Dean's Office Staff Present: Allison Campbell, Helene Horwitz, Patricia Mulcahy, Linda Perkowski, Anne Taylor, and Kathleen Watson

Welcome and Call to Order

Dr. Steven McLoon, Chair of the FAC, called the meeting to order at 4:00 p.m and announced to Council that they would be addressing the Promotion and Tenure Committee membership at the next meeting.

Comments from the Dean

Dean Powell updated Council on the open searches in the Medical School. She noted that the Director for the Lillehei Heart Institute and the Division of Cardiology Search was finished, and final negotiations were underway with the desired candidate. The Duluth Senior Associate Dean Search Committee was meeting this week to discuss candidates. The Otolaryngology Department Head search is moving along, with the last of the first round candidates coming this month. The Urologic Surgery Department Head Search Committee was just tasked by the Dean. The Orthopaedic Surgery Department Head Search Committee is just starting, and there are several candidates that must be screened. The Integrative Biology and Physiology Department Head Search Committee has identified several candidates but have not selected which ones will visit. Finally, the Genetics, Cell Biology and Development Search Committee is just being appointed by the Dean and will be tasked later in the month.

The Dean also mentioned the Biomedical Facilities Bill that is being discussed during this legislative session. This will have a large impact on the Medical School. Additionally, as part of the University's Strategic Positioning Initiative, the Provost has requested that all Departmental and Collegiate 7.12 Statements be revised. The Medical School has initiated this process with departments. It is important for faculty to take an active role in these revisions within their departments, as these documents set the standards for faculty achievement.

Presentation of Medical School Committees

Drs. Kathleen Watson, Associate Dean for Students and Student Learning, and Linda Perkowski, Associate Dean for Curriculum and Education, presented to Council information on the Education Council and the Curriculum Committee. The Education Council has 45 members, and advises the Dean on all educational matters. They recommend policies and provide oversight for implementation of educational programs at the Duluth and Twin Cities campuses. The Education Council reports to the Basic and Clinical Sciences Councils on issues related to education and meets monthly. There is at least one representative from Graduate Medical Education on this Committee, as well as four Duluth members, six members from the Department Heads Council, and four student representatives. The terms are three years in length and there is no compensation for Committee membership. There is approximately 18-20 hours of work per year for each member.

Dr. Watson pointed out that because the Education Council is such a large group, it may hinder discussion. She asked the FAC to consider the structure of the FAC, and discuss whether there should be community representation, if there can be safeguards to ensure diversity on this Committee, and finally to ensure that the members are the correct people who can draft policy to recommend to the Dean.

Dr. Perkowski then presented to Council information on the Curriculum Subcommittee. This Committee consists of 73 members with subcommittees on each campus. Its purpose is to ensure comparability in educational programs at both campuses and ensure that LCME requirements are being addressed. The Twin Cities subcommittee consists of all Course Directors, Clerkship Directors, Administration from the Education Offices, and has student representation. The Duluth subcommittee consists of Course Directors, faculty representation from each department, student representation, and also has Twin Cities representation from Linda Perkowski and Brad Clarke in the Office of Medical Education. Because membership on the Curriculum Subcommittee is automatically determined by specific educational roles, it was suggested by Dr. Perkowski that the constituted membership remain unchanged.

Helene Horwitz, Associate Dean for Student Affairs presented to Council information on the Committee on Student Scholastic Standing (COSSS). This is a faculty committee that makes recommendations to the Dean regarding the academic progress of students. The membership on this Committee is typically longstanding and consists of both basic and clinical science faculty. Terms are two years in length, with the option of renewing terms indefinitely, plus representation from third and fourth year students and the Office of the General Counsel. The Committee meets once per month for two to two and a half hours, and averages approximately 25 hours per year of work per Committee member. The Chair of the COSSS receives compensation, as that member typically has more work than other members meeting with students outside of regular Committee meetings. This is necessary because of the sensitive nature of the issues being dealt with, so a one-on-one meeting is sometimes more favorable than a meeting between the student and a panel of faculty. Decisions about academic standing are not appealed beyond the COSSS, although the process/procedure can be appealed to the President for review. A parallel COSSS runs on the Duluth Campus, with a parallel process. This Committee is staffed by the Office of Admissions on the Duluth Campus, and has faculty membership as well as student representation. The terms vary based on willingness.

Dr. Horwitz felt that because continuity was such a priority with this group, the constituted membership worked well and did not need to change but was open to recommendations by the FAC. She noted that the purpose of this group may change in the future as changes in educational policies are made.

The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Jeni Skar
Staff to the FAC