

May 1, 2007, the Medical School at the University of Minnesota

MINUTES University of Minnesota Medical School Faculty Advisory Council

May 1, 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. Jeffrey Chipman (for Beilman), Susan Berry, James Boulger, Linda Burns, Levi Downs, Richard Gray, Daniel Hanson, Carol Lange, Steven McLoon, James Pacala, Christopher Pennell, Julie Switzer, and Ken Wallace (for Forbes).

Dean's Office Staff Present: Allison Campbell Jensen, Charles Moldow, Patricia Mulcahy, and Paul White

Welcome and Call to Order

Dr. Steven McLoon, Chair of the FAC, called the meeting to order at 4:10 p.m.

Discussion on the Organization of the Promotion and Tenure Committee

Dr. McLoon reminded Council that they had reached agreement at the April meeting to have a standing Promotion and Tenure (P&T) Committee with fixed membership on three-year terms, with a quorum of seven members. The size of the Committee had not been determined at the previous meeting, but Dr. McLoon proposed that Council consider 21 members. Dr. Berry, Chair of the P&T Committee and member of the FAC, expressed that she believes three year terms are too short to develop the consistency needed. Additionally, Dr. Berry mentioned that the Committee needed to have a balance of basic and clinical scientists, gender balance, as well as departmental balance. Finally, she believed that it is essential to have at least one co-chair, while two are optimal to share the workload. The committee decided to proceed with finding new members as planned.

Proposal to Expedite the Review of Medical School Applications

Paul White, Director of Medical School Admissions, informed Council that applicants who are applying under the current "regular decision" timeline are waiting 14-32 weeks for decisions. Mr. White informed Council of a proposal to expedite this process and wanted input from Council. Council considered the following options:

1. Leave the process unchanged
2. Have two waves of applications with deadlines in October and December. By the deadline of each "wave", the applicants must have ALL required materials submitted. This process would initially determine that all "qualified" applicants (qualifications determined by electronic metrics) would receive a supplemental application. In the current process, the Committee screens the applications to determine which applicants will receive this supplemental application.

Within this proposed process, a new subcommittee of the Admissions Committee would be developed to act as the primary reviewers of applicants. All of these reviews would be done electronically and Mr. White would act as the secondary reviewer on all applications. This would determine which applicants are invited to interview. Mr. White informed Council that this process would allow the Medical School to be more aggressive with interviews in the first wave. This process would probably mean that more applications would need to be reviewed (as not all initial applicants receive a supplemental application in the current system) but would mean that the review could happen in a more timely fashion.

The issue will arise of those applicants that receive a "split vote" between the primary and secondary review. These individuals will need to be more closely examined, and the potential of a third review may need to be completed. A suggestion was made by Council that in these cases, it may be best to error on the side of granting an interview so as not to lose good candidates. Strategy regarding split votes will need to be examined more closely when an estimate of the numbers or percent of split votes can be made.

Mr. White explained that the Admissions Committee has 22 members, including 15 faculty members. The goal is to make the process more efficient so the workload is limited to 100-120 hours of work per person. He believes this option would meet that expectation.

3. Mr. White reviews all applications solely to determine which students are granted an interview.

Council voted 12 Yes, 1 Abstention, in favor of the second option to expedite the reviews.

Report of the Dean's Task Force on Qualifications for Admissions

The report was distributed to Council electronically after the April meeting, and the Dean requested feedback from Council.

Due to limited feedback, the Dean requested that Council discuss the report.

Members of Council believed that the recommended changes to prerequisites would mean that students would not be prepared for the Medical School curriculum. Dr. James Pacala, Chair of the Task Force and member of the FAC, mentioned to Council that the Task Force examined the prerequisites at other Big 10 Medical Schools, as well as highly competitive Medical Schools across the country, and determined that many were making changes to make their prerequisites less specific. Students would still be responsible for certain MCAT scores, which would act as a good measure of proficiency. There was additional discussion as to what should be “desired” and “essential” as prerequisites. Many members felt that students would be more likely to only complete essential requirements.

Both Drs. Pacala and McLoon urged Council members to review this report, discuss with their colleagues, and send their comments to the Dean.

Identify Members for Standing Committees/Announcement of Next Meeting

Dr. McLoon announced to Council that membership to many Medical School Committees needed to be appointed by Council at the May Faculty Assembly. As a result, a special meeting of the FAC was announced for Monday, May 21 at 4pm in B646 Mayo (179 School of Medicine Duluth). Additionally, nominations are needed by Council members to be submitted to either Dr. McLoon or the Office of Faculty Affairs by May 15. Guidelines for the Committees and their membership can be found in the handout distributed at today’s meeting.

Respectfully submitted,

Jeni Skar
Staff to the FAC

©2002 Regents of the University of Minnesota. All rights reserved.

The University of Minnesota is an equal opportunity educator and employer.

Last modified on Thursday Jun 14, 2007

This page is located at <http://www.med.umn.edu/faculty/governance/facmin/facmin050107/home.html>