

MARSHALL UNIVERSITY
JOAN C. EDWARDS SCHOOL OF MEDICINE
FACULTY COUNCIL COMMITTEE MEETING
MONDAY, AUGUST 28, 2017

ATTENDEES:

- Curry, Matthew
- Denvir, James
- Francis, Charles
- Gerlach, Jennifer
- Green, Todd
- Koester, Alan *
- Olajide, Adenrele
- Shah, Darshana**
- Shivkumar, Vikram
- Steele, Katherine
- Stines, Jack
- Veitia, Marie

OPENING SESSION:

The meeting session opened with a welcome from Chair Koester. Round table introductions allowed each member to identify name and face of council members. During this session Dr. Koester reviewed the departments that were not represented with a tabling of that discussion until later in the meeting.

Old Business: The conversation transitioned to old business with a review and request of council members to accept the previous meeting minutes. Dr. Green made the motion to accept the faculty council meeting minutes for April 28, 2017 with Dr. Veitia seconding the motion. All members ratified the previous faculty council meeting minutes.

The next order of business involved discussion of the faculty council website (<https://jcesom.marshall.edu/faculty-staff/>), link to the faculty Share point site, update new faculty council biographies, along with uploading the current meeting minutes. All council members were in consensus to provide all documents, biographies/media etc. for dissemination on the faculty council website.

Dr. Koester moved the discussion towards the faculty standpoint survey. The AAMC Faculty Standpoint Survey Response Rate hand-out detailed the response rate of participants by department. The response rate tallied five weeks of responses. In aggregate the response rate for JCESOM was low. On a positive note several departments reported a greater than fifty percent

*Chair

** Dean, Faculty Advancement and Professional Development

reply rate (Biomedical Sciences, Psychiatry & Behavioral Medicine, Clinical & Translational Sciences along with Neurology, Orthopedic surgery, Ophthalmology and Family & Community Health).

Dr. Koester enlisted assistance by members to recruit and retain colleagues outside and within their own departments to join the council. Examples included but not limited to: Clinical & Translational Sciences will be contacted by Dr. Denvir. Consequently, participants have until Friday, September 8, 2017 to complete the survey. AAMC reports the findings will be made public/available on or about October 20, 2017. Dr. Shah stated new reminders with the personal link will be provided up until September 8th. Dr. Shivkumar expressed his interest to encourage staff in Neurology to participate in the survey. Moreover, Dr. Francis stated he would serve as the contact point for Ophthalmology. Dr. Gerlach would serve as the contact for OB/GYN, Dr. Koester would contact Cardiovascular and Oncology/Radiation. Dr. Koester transitioned the conversation to the upcoming presentation by Dr. Darshana Shah.

Dr. Shah prepared the AAMC findings through a PowerPoint presentation. In which, she explained the 10 pt. process with faculty development and review of participating departments. Subsequently, the discussion turned toward the purpose of the survey (AAMC, JCESOM). Dr. Olajide articulated the goal of the faculty standpoint survey was to identify strategies to retain Associate Professors within JCESOM. Dr. Shah instructed members to view publications (posted on the faculty council Sharepoint site) by other institutions regarding the viability of the faculty standpoint survey. The survey is slated to close on or about September 8, 2017. Thus the results should be available on or about October 20-October 27, 2017. Dr. Shah instructed the group to advise the Office of Faculty Advancement and Professional Development if they would like a representative from AAMC to visit in person or via Skype to review the survey results. A general consensus revealed the council would like to review the data (internally). She reiterated the faculty council was formed to be an advisory body to the Dean. Implementing and evaluating this survey is a link for good relations with faculty and the Office of the Dean.

Upon the conclusion of the Dr. Shah's presentation Dr. Koester moved the conversation to the next steps in processing the faculty standpoint survey. Dr. Koester made a request of the council to make a motion to bring AAMC reps to JCESOM or to Skype the review of the findings. Drs. Denvir, Gerlach and Olajide agreed with an AAMC visit. Dr. Olajide stated he would impress upon Internal medicine colleagues the seriousness of completing the survey. Dr. Denvir requested to review the data ahead of an AAMC visit. The Chair requested time and date preference for meetings. Dr. Shivkumar prefers noon meetings. Dr. Francis stated noon meetings are difficult for those who are not housed on the MUSOM campus.

Chair Koester instructed Faculty Advancement & Professional Development liaison to construct a Doodle poll for the next meeting (early to mid Nov.). He also stated the strategic planning (goal/objectives) are attainable but faculty council must draw a consensus on the next move based on the data from AAMC. The Chair proposed _____ Koester could assist the council with strategic planning. She has gained success through the WV Public Health Incorporated along with several other projects to facilitate social service programming within the Mountain State. He proposed the council review the AAMC findings ahead of a possible retreat with AAMC. Discussion revolved around the option to have a retreat with AAMC reps. in early December (brainstorming) for a couple of hours i.e. a Saturday morning. Several members expressed concern if the survey was completely confidential. Drs. Shah and Koester conveyed to the group, AAMC filed an IRB. Most members were satisfied with the knowledge of the IRB prepared and would not include raw data. Dr. Francis suggested the survey be more available.

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New Business

Dr. Koester proposed the council establish goals and objectives based on the current initiatives along with identifying the Chair-elect (2018). Dr. Denvir suggested staggered appointments for council members. Members recommended participants serve two-year terms with no member serving more than two consecutive (2-year) terms. The group decided to table this discussion to the next meeting. Dr. James Denvir offered his services as Chair-elect (2018). Dr. Olajide made the motion to accept Dr. Denvir offer as Chair-elect with Dr. Francis seconding the motion and all were in favor.

Meeting Wrap-Up

The next meeting will be in early to mid-November, members will receive a Doodle poll to gauge availability of attendance. Another meeting will be held three to four weeks later (early to mid-December). Council will develop a strategic plan moving forward along with a review of faculty SharePoint materials.

Dr. Koester asked members for any new business to discuss. Dr. Olajide suggested the council review promotion and tenure process for part-time faculty. To date there is not a pathway for part-time faculty to obtain promotion and tenure. Chair Koester proposed development of guidelines for narcotics prescriptions based on the legal efforts of the county prosecutors to file a grievance with a pharmaceutical company along with University Physicians and Surgeons.

Dr. Koester requested motion to adjourn. Dr. Veitia made the motion to adjourn with Dr. Francis seconding the motion.

The meeting was adjourned!

*Chair

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