

Marshall School of Medicine
 Faculty Council Meeting
 May 22, 2018

Council Committee	Present
Alan Koester, MD Chair	✓
Mackenzie Vance, MBA Secretary	✓
James Denvir, MD	Absent
Todd Green, MD	✓
Rameez Sayyed, MD	✓
Katherine Steele, MD	Excused
Matthew Curry, MD	✓
Deji Olajide, MD	✓
Charles Meadows, MD	Absent
Vikrim Shivkumar, MD	✓
Jared Brownfield, MD	✓
Charles Francis, MD	✓
Alysia Browne, MD	Absent
Jennifer Gerlach, MD	✓
Jack Stines, MD	Absent
Marie Veitia, PhD	Absent
Stephen Wilson, MD	Absent

MINUTES

I. Welcome, Introductions & Overview

Dr. Alan Koester call to order the Faculty Council Committee Meeting at 5:41 PM on May 22, 2018 at MUSOM 2nd Floor Health Science Conference Room

- Dr. Koester introduced the new council committee secretary, Mackenzie Vance, MBA. She will be taking the minutes for each meeting and addressing any information requested

II. Review of Minutes and Approval of six P & T documents and Student affair policy

Dr. Francis moved the approval of the minuted from April 3, 2018 motion. Seconded by Dr. Olajide and approved by faculty council.

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- Review and Vote on Documents from P&T (Sent by email)

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III. Discussion of Retiring Committee Members

- Dr. James Denvir has been elected as the new chairman for Faculty Council from the previous meeting on April 3, 2018
- Dr. Koester previously motioned the structure of council explaining the extention of term for committee councilmen with the exeption of limited number of committee members
- Dr. Koester asked for a motion of approval on newer members transition in 3-6 months early in addition to current members to provide an attainable transition
- Department individuals can serve on faculty, encouraging younger members to participate. No objection from Department. All in favor

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IV. Report Out by Subcommittees

a) Faculty/Wellness

- (i) Dean Shapiro was instrumental in the creation of a faculty council which is an independent group and serves as an advisory body directly to the Dean. Dr. Francis discussed briefly about wellness audit and Dr. Shapiro seems open to these positive changes but the council has yet to receive the formal endorsement of this Faculty Wellness Profile; Improvement program
- (ii) Leadership attitude survey has yet to be brought to the department chairs perspectives towards a faculty wellness program
- (iii) Dr. Francis discussed briefly on the Independent program/CDC-HERO Scorecard concerning three main areas. It is designed to help organizations learn about best practices for promotion workplace health and well-being due to Health Risk Assessments never completed for faculty
- (iv) Will have strategic plan and firm recognition established for Dean by July 1, 2018

b) Mentoring/Research Development

- (i) Mentoring and Research Development reported out to be conducting a 10+ question survey to be sent out to Department Chairs regarding mentoring. Completion of survey by next meeting

c) Recruitment & Retention/Compensation

- (i) Dr. Green and Dr. Brumfield reported gathering data for comparison on students with interest in science in the southern region public schools. Survey questions created in regards. Completion of survey by next meeting

V. Review of Next Steps & Adjourn

a) Timeline

- (i) Sub-committees will continue to meet independently until the next meeting. Needs to present strategic plan with measures and recommendations for Dean
- (ii) Establish a survey (SurveyMonkey) to Department Chairs by new school year. Will follow up with Dr. Shah regarding StandPoint Survey question breakout

(iii) Dr. Koester recommended a draft letter to be sent out to department chairs concerning committee members

b) Next Meeting Date

(i) Next Faculty Council meeting will be Tuesday, June 12, 2018 at 5:30 PM

c) Dean's Cabinet and Dept. Chair Meeting

(i) Dr. Koester will provide updates at the Dean's Staff Meeting and Department Chair meetings this month

VI. Adjourn

a) Dr. Alan Koester adjourned the meeting at 6:25 PM