

Note: this is a draft of the minutes, and final approval will be given at the committee's next meeting.

FACULTY STEERING COMMITTEE MEETING

Thursday, August 16, 2012

12:00 Noon – Daly Center, Room MF 186

Minutes

Topic	Time	Individual Responsible	Discussion	Action Item/Resolution
1. Call to Order		Jerry Young	Jerry Young called the meeting to order.	
2. Old Business a. Thank you to Kelli Diener b. Approval of Minutes from July 19, 2012 c. Discussion of Member Responsibilities		Krista Hoffmann-Longtin Mary Dankoski Krista Hoffmann-Longtin	a. Krista acknowledged Kelli Diener's work with and support of the FSC. Melody Darnall was introduced to the committee. She recently joined the Dean's office as the support person for Dr. Stephen Bogdewic and OFAPD. She will also support the FSC as well as manage the committee appointment process. b. Meeting minutes from July 19, 2012 were approved unanimously with no changes noted. c. Krista provided a brief overview of the FSC and encouraged members to visit the FSC website facultysteering.medicine.iu.edu to review The School of Medicine Constitution which outlines FSC member responsibilities. The website also contains agendas and minutes from past meetings. In short, the purpose of the FSC is to act as a convening committee and the responsibility of the members that are representing a standing committee will act as a liaison between the FSC & the standing committee. Once a month, a standing committee chair (based on a schedule) will report on the activity of his/her standing committee. Committees are encouraged to submit agenda items to Melody or Jerry at any time standing committee initiatives, projects or general business needs to be communicated, regardless of the assigned committee report schedule. Jim added that the FSC is a great forum to bring new ideas, get feedback and interact directly with the Dean or the Dean's representative. The FSC is the faculty governance body for the IUSM. FSC represents fellow faculty members and serves as a way to bring information to and from all departments and divisions throughout the school.	<p>Resolution: The Faculty Steering Committee publicly acknowledges and duly thanks Kelli Diener for her work with the committee. Her support has been invaluable and we wish her well as she continues to support the Dean's office in other capacities.</p> <p>Action Item: Krista will populate the FSC website with more information within the next year.</p>
3. Dean's Business		Craig Brater (or designee)	Dean Brater gave updates on the following areas: a. Curricular Reform Initiative: There will be a video presentation coming out via scope today. The video will provide updates on the initiative and invites comments via a dedicated website.	

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| | | | <p>b. Students: White coat ceremony took place Saturday August 11 with 335 students participating. Dr. Bogdewic gave the keynote address. Jerry asked if we are still planning to go to all 4 years at the regional campuses. Dean Brater responded that the goal is not that each center would offer all 4 years because some campuses cannot support all of the different types of clerkships. For example, Terre Haute does not have enough faculty to do all 4 years. The Dean sees it as a buffet of options. All pilots for all 4 years at regional campuses have gone well from faculty and student standpoint. No concerns for students getting good residency placements. It is still a work in progress. Nasser asked about the relationship with Marian University's effort to start College of Osteopathic Medicine School in 2013. The Dean shared some examples of the collaboration discussions that have taken place. For instance, for anatomy courses, Marian could rent our faculty to teach, we supply the cadavers. For clinical rotations, Marian students would be placed in areas around the state and not in Indianapolis with coordination between IUSM so as to avoid overload of clinical capacities in areas like Terre Haute. In areas like Evansville, where there is capacity to support both programs, establishing one shared clearinghouse to coordinate all students. Sandeep asked about St. Vincent's relationship with Marian. Currently, Dean Brater said there is no official affiliation only philanthropic donations from St. Vincent's to Marian to assist with construction.</p> <p>c. Awards: The AAMC Group on Faculty Affairs (GFA) Professional Development Conference took place in Indianapolis Aug. 9-12. At that conference Dr. Bogdewic received the GFA's highest award, the Carole J Bland Phronesis Award where by resonating that IUSM is ahead of other institutions in the area of Faculty Development. Under strictest confidence, Mary shared with the group that IUSM is 1 of 5 medical schools in the country to receive the Alfred P Sloan Award for Faculty Career Flexibility through the ACE. This will be publically announced at an awards ceremony in September. The award is for \$250,000 over 2 years. Ken asked what the costs cover. Mary indicated that the monies will cover a grad assistant, time and effort toward the project as well as information resources. Jerry inquired about the role of IUHP in the project. Mary met with IUHP before submitting the proposal and going forward meetings will held to talk about the</p> | |
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			<p>role the partnership will play. Deb expressed the importance of role clarity in regards to 100% clinical faculty versus academic faculty. Mary will be exploring ways to increase engagement from part time faculty. Dean Brater discussed the process Nasser Paydar is developing for clinical faculty and defining reasonable criteria for promotion.</p> <p>d. Research: We have broken ground on the Neuroscience center; Overall grant funding for 2011-2012 academic year was \$267 million, which was all time high; Transforming Research Initiative is taking place to determine how to support research strategically, starting from the ground up in several stages with the goal to have a plan identified by next year. Matt Allen wondered if this initiative had a specific focus or encompassed all research. The initiative will be exploring that question as well as the role of centers, departments, etc.</p>	
<p>4. Committee Report</p> <ul style="list-style-type: none"> a. Faculty Development Coordinating Committee b. Mentoring Website 		<p>Jim McAteer</p> <p>Julie Welch</p>	<p>Jim reviewed the FDCC report. FDCC is charged with looking at issues that affect Faculty Vitality. Explore problems or initiatives to improve faculty life. FDCC is focused on several main topics for the year, one topic is mentoring. Julie Welch, EM physician lead subcommittee to look at Mentoring website/portal. A resource for faculty to find info about how to be a mentor or mentee. This is meant to boost the current faculty mentoring in place. Goal for resource is to help mentors assist in the process of self-reflection (e.g. mentee self-assessment). Individual Development Plan is an available resource on the website. Dr. Hanna was very impressed with and supportive of this tool. There seems to be little to no structure or mandatory requirements within school divisions. OFAPD will market this tool through Executive Committee, FEED, LAMP, WIMS, Newsletter, website, Chairs Series, etc. Dr. Hanna inquired about earning RVU's for mentoring. There is a push/pull between academic/clinical practices. According to Dr. Sundaram Urology has a process to give academic RVU's but is dependent on department chair. Jerry responded that there is nothing in place in surgery department and that as a medical school; it is an expectation of faculty to mentor. Deb addressed the underlying conflict of clinical enterprise brought about by IUHP partnership and the impact that has on teaching/research. Dr. Gupta suggested we have a broader discussion regarding the relationship IUHP & IU and how the academic mission (mentoring) impacts the clinical mission.</p>	<p>Action Item: Continue at next meeting</p>

Faculty Development Coordinating Committee (FDCC) Report 2012

Mission: To inform the strategic plan for faculty development by actively engaging with the Office of Faculty and Professional Development (OFAPD). Assist the OFAPD in reaching a broader group of the faculty constituents it serves. Provide constructive evaluation for improvement of ongoing policies and programs, and pursue the development of novel programs that enhance faculty vitality at IUSM.

Co-Chairs 2011-12

Jeff Rothenberg
Teresita Bellido
Emily Walvoord

Members:

Mary Austrom
Janice Blum
David Boyle
Fran Brahma
Leighan Bye
Nadia Carlesso
Mary Ciccarelli
Kevin Clary
Paul Helft

Jim McAteer
Rakesh Mehta
Judiann Miskulin
Irina Petrache
Romil Saxena
Javier Sevilla-Matir
Jodi Smith
Laura Torbeck
Julie Welch

On-Going Projects

Faculty Mentoring Web Site

<http://faculty.medicine.iu.edu/mentoring/>

Effort directed by Julie Welch (*IU-Emergency Medicine*) has established a rich on-line resource of tools to help junior faculty find strong mentors, and assist senior faculty in becoming more effective mentors. This site is undergoing refinement and testing and will soon be accessible via the OFAPD site (<http://faculty.medicine.iu.edu>).

Improving the Work of Primary P&T Committees

Survey-based study undertaken to better understand the breadth of challenges that face Primary Committees in evaluating faculty for advancement in academic rank. The goal was to identify the major obstacles that Primary Committees face in getting their work accomplished so that IUSM policies, guidelines and procedures can be refined and appropriate resources made available to assist departments in meeting their responsibilities in faculty review.

Main observations (based on responses by 15 of 28 committee chairs):

- The vast majority of 1^o Committees have experienced leadership
 - some committees acknowledged lack of engagement and motivation by members
- Some departments are too small to field a 1^o committee
 - a policy is now in place to seed committees with experienced ad hoc members
- Most committees are self-taught to do this work
 - some voiced concern that not all members have adequate training/experience
 - not all members understand criteria for excellence, or the many factors that influence promotability
- Not all committees take an active role in advising faculty preparing for promotion
- Not all committees conduct annual reviews of probationary faculty
- 6 of 15 committees do not refer to annual reviews when conducting reviews for P&T
- In 9 of 15 departments the candidate does not get a copy of the committee report
- Many committees acknowledged the administrative burden of faculty review and indicated they need more assistance and cooperation in getting this work accomplished.

They asked for—

- secretarial help
- protected time
- an improved system to remind departments about deadlines and timelines
- better and timely communication about changes in guidelines
- training for their members
- additional workshops for faculty candidates

User's Guide to the Academic CV

Recent revisions in the format for the academic CV have left many faculty uncertain about how best to organize and emphasize their accomplishments. Work has begun on a common sense set of instructions that speaks to the particular needs of School of Medicine faculty.

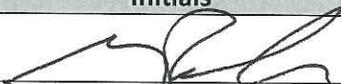
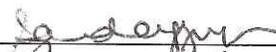
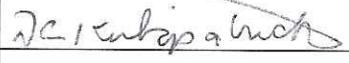
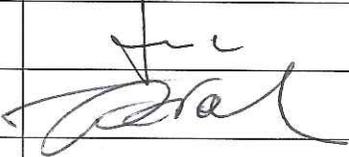
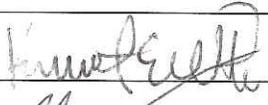
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<p>5. President's Business</p> <p>a. Agenda Setting for Remainder of Academic Year</p> <p>i. Curricular Reform</p> <p>ii. Dean Search</p> <p>iii. Transforming Research Initiative</p> <p>iv. Other suggestions?</p> <p>b. Fall Faculty Meeting Agenda</p>		Jerry Young	<p>a. Suggested FSC agenda items for future meetings:</p> <p>IUSM Dean Search Update</p> <p>Ad Hoc Committee review</p> <p>Sloan Award Funding</p> <p>b. Ideas for Fall Faculty meeting:</p> <p>Curricular Reform Update</p> <p>Transforming Research Initiative Update</p>	<p>Action Item:</p> <p>Request Dean Search Committee member to give update at next FSC meeting on search.</p> <p>Contact Dr. Gusic about her availability to give CRI update at Faculty Meeting.</p> <p>Contact Dr. Wilkes about his availability to give TRI update at Faculty Meeting.</p>
<p>6. New Business</p> <p>a. Faculty Preferences Sheet</p>		Krista Hoffmann-Longtin		<p>Action Item: Tabled for next meeting</p>
<p>7. Questions and Open Discussion</p>		Jerry Young	No other questions or further business to discuss	
<p>8. Adjournment</p>		Jerry Young	Dr. Young adjourned the meeting	

Respectfully submitted by:
Melody Darnall
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**FACULTY STEERING COMMITTEE
SIGN-IN SHEET**

August 16, 2012

Name	Role	Initials
Matthew R. Allen, Ph.D.	Biomedical Research	
D. Craig Brater, M.D.	Dean, Ex-Officio	CB
Jennifer N. Choi, M.D.	Academic Standards	
Deborah K. Cowley	Academic Admin, Ex-Officio	
David L. Daleke, Ph.D.	Regional Rep	
Mary E. Dankoski, Ph.D.	Secretary, IUPUI FC Rep	
Timothy J. Ellender, M.D.	Curriculum Council	
Patricia J. Gallagher, Ph.D.	Graduate Studies	
Thomas A. Gardner, M.D.	IUHP Rep	
Richard B. Gunderman, M.D., Ph.D.	Past-President	
Susan J. Gunst, Ph.D.	Promotions and Tenure	
Sandeep K. Gupta, M.D.	Lecturer and Clinical Rank Faculty Promotions	
Nasser H. Hanna, M.D.	Admissions	
Krista Hoffmann-Longtin, M.A.	OFAPD, Ex-Officio	
Debra C. Kirkpatrick, M.D.	President-Elect	
Alan P. Ladd, M.D.	Secretary-Elect	
James A. McAteer, Ph.D.	Faculty Development Coordinating	
Peter M. Nalin, M.D.	Student Promotions	
Robert V. Stahelin, Ph.D.	Regional Rep	
Elizabeth C. Whipple, M.L.S.	Community Relations	
Kenneth E. White, Ph.D.	Awards	
Jerry V. Young, M.D.	President	

Chandru Sundaram MD IUHP