

## Faculty Forum

May 15, 2007

### Minutes

Dr. Jeri Hepworth, Chair of Oversight Committee, was unable to attend the forum.  
Dr. John Shanley chaired the meeting in her absence.

#### Oversight Committee (OC) Report

Dr. Shanley explained that the major function of the OC is to monitor the operations of the governance system to ensure it stays within the confines of the Bylaws. Since the last Faculty Forum, OC has dealt with a number of issues, including the following.

- Clarifying the status of the Public Health Initiative (PHI) and how it fits within the Health Center and the main campus. The PHI has now been approved as a Type II center.
- Initiation of reviews of the Departments of Pharmacology, Family Medicine, and Cell Biology. The OC also suggested internal and external reviewers. He noted that the Lions Vision Center review was not conducted within the confines of the Bylaws because a reviewer external to the UConn system was not included on the review team.
- Review of a number of Bylaws changes, which will be presented today. He explained that OC members met with the Councils to review the proposed changes. All revisions were approved.

The proposed Bylaws revisions and rationale were then presented. Regarding revision #7, a question was asked regarding what would happen if a faculty member is denied tenure but then appeals, and the appeals process extends beyond the end of the eighth year. Dr. Jacob explained that this rule is consistent with the University Bylaws, and terminal letters have not been issued until the appeals process is concluded. Regarding revision #9, Dr. Jacob noted that an error was discovered in the original Bylaws. The Bylaws currently state, "Change of professional category can and should occur with a change in job description. Change of professional category can occur at any time in the nine years after initial appointment as Assistant Professor, but must occur at least two years before consideration for promotion and must be signed by the faculty member and approved by the department chair and the Dean. No change in professional category is allowed after nine years as Assistant Professor." She explained that the intent was that change of professional category could not occur after eight years as Assistant Professor. The way the Bylaws currently read, a faculty member could come up for promotion in their ninth year, be denied, and then switch professional categories. That was never the intent of the Bylaws, and the error will be corrected. In the meantime, the intent of the

Bylaws will be enforced. A question was raised regarding the mechanism for changing from the tenure track to the in-residence track and vice versa. It was noted that the process is specified in the Bylaws, which state that such a change must be approved by the faculty member, department chair, and the Dean. Dr. Jacob explained that Dr. Deckers has asked the Research Recruitment Committee to advise him in these matters, but the final decision rests with the Dean.

The proposed Bylaws revisions will be posted for a faculty vote to be held some time between 7 and 21 days after the Forum. Voting will be by e-mail ballot. Faculty will be asked to vote on each revision individually. The School of Medicine faculty paid by the University must approve the revisions by two-thirds of those voting.

#### Education Council (EC) Report

Dr. Koeppen provided the report from the EC.

- The EC approved the following recommendations of the Committee on Undergraduate Medical Education:
  - Awarding of honors designation in the sub-internship, critical care, and emergency medicine sections of the Advanced Clinical Experiences.
  - Changing the timing of the fourth year rotations from month-long blocks to four week blocks. He noted that a majority of medical schools in the country use this schedule, which makes it easier for students to do away electives.
  - Reviewed the action plan developed in 2002 on how to improve teaching in the basic medical sciences.
- The EC also revised and approved policies and procedures related to continuing medical education that were recommended by the Committee on Continuing Medical Education in light of new requirements from the ACGME and in preparation for the upcoming site visit.
- He explained that LCME accreditation standards require students to have the ability to evaluate the quality of faculty teaching. Currently, students evaluate only the quality of the courses, so the School of Medicine is out of compliance with accreditation standards. Dr. Wikel chaired a committee which developed guiding principles for the establishment of a comprehensive system for evaluating the quality

of teaching. The guiding principles were approved by the EC, and an ad hoc committee has been created and charged with developing an implementation plan.

In the coming months, EC will address the very complex issue of general fund support for all faculty to acknowledge and reflect their roles in teaching.

#### Dean's Council (DC) Report

Dr. Koeppen also provided the report on the activities of the DC, which has dealt with the following issues.

- Worked with the Research Council to revise the Research Incentive Plan.
- Reviewed reports from the department and center reviews and provided recommendations to the Dean. The Departments of Pharmacology, Cell Biology, and Family Medicine have been reviewed. DC recommended that the Department of Pharmacology be disbanded. This recommendation was subsequently approved by the Academic Affairs Subcommittee of the Board of Directors and the full Board of Directors, and the department will be disbanded on July 1, 2007. Pharmacology faculty have chosen new academic homes, which they will officially enter on July 1. Regarding the Department of Cell Biology review, the DC recommended delaying recruitment of a department chair and new faculty members pending completion of the Research Strategic Plan. The Department of Family Medicine has been reviewed, but the DC has not yet generated a recommendation. This will be discussed at a future meeting, as will the Lions Vision Center review.
- Approved the designation of the Center for Public Health and Health Policy as a Type II center.
- Agreed to develop a school-wide policy on appropriate interaction with pharmaceutical and medical device manufacturing companies. An ad hoc committee comprised of representatives from each of the Councils will be appointed. DC will add members to it and will appoint the chair. He explained that the School's policy cannot be enforced at the community hospitals where students rotate, but some hospitals have developed similar policies and others are considering doing so.
- Approved a policy mandated by the State Fire Marshall on placement of file cabinets and storage cabinets in the hallways of L-building. The policy is in the process of being implemented.

- Approved the Post-Approval Monitoring Plan, which was developed in response to several violations related to laboratory animal use. The policy provides a mechanism to ensure that approved protocols are being followed when working with laboratory animals. This will be coordinated by the Animal Care Committee and personnel from research compliance.
- At Dr. Decker's request, the DC has discussed the advisability of retaining the current structure of EVP/Dean held by a single individual or whether the positions should be separated. These discussions will continue.
- One of the responsibilities of the DC is to approve appointments and promotions to senior rank on non-academic grounds. The DC approved the appointment of Dr. Kryger, a sleep expert at Gaylord Hospital, and Dr. Culbertson, the Chief of Emergency Medicine at the Connecticut Children's Medical Center. They also approved the promotion of Dr. Galvin, Commissioner of the Department of Public Health.
- In response to a letter received from the Research Council regarding the proposed move of the GCRC to Dowling North, DC reaffirmed the authority of the EVP/Dean to allocate space within the School of Medicine.

#### Research Council (RC) Report

Dr. Wolfson provided the report from the Research Council. Their activities include the following:

- RC has been working on the Research Strategic Plan. They have established the criteria for reviewing applications and the process for evaluating the proposals. They hope to have the process completed over the next few months.
- RC has also developed a Research Incentive Plan for tenured faculty based on their SSOG and for non-tenured research faculty based on their F&A contribution. Other issues, such as the threshold required for inclusion in the plan, need to be worked out.
- Regarding the proposed move of the GCRC to Dowling North, as noted by Dr. Koeppen in the DC report, Dr. Wolfson explained that RC never questioned the Dean's right to allocate space. However, this decision was made without any real discussion about the possible problems that could occur as a result of the move. Most recently there has been some discussion with administration about the move and the problems it might create, and he now believes there will be room for compromise.

He also noted that administration and RC are committed to the success of the Clinical and Translational Science Institute.

- Regarding the policy on storage in the L-building, Dr. Wolfson noted that RC proposed a plan which resulted in partial funding of the new cabinets by the Schools of Medicine and Dental Medicine.
- RC is also dealing with problems resulting from InfoEd. The program is difficult to use, and there is ongoing dialogue to try to make it more effective.

Dr. Wolfson was asked whether RC has been involved in planning for the FarmTech building. He indicated they have not but feels they should be. It was noted that Dr. Lalande recently made a presentation to the Academic Affairs Subcommittee of the Board of Directors in which there was reference to FarmTech. It was suggested that he be asked to make that presentation available to the faculty.

Dr. Shanley was asked to provide a progress report on the President search. He noted that it is in process and that President Austin's target date for retirement is September, although this date is flexible.

Dr. Shanley noted the poor attendance at the Forum and stressed the need for more faculty participation if the governance system is to work. He encouraged those attending to let constituents know about the issues that were addressed at today's Forum and where they can find information on the activities of the various Councils. Dr. Jacob also encouraged them to think about good nominees for the vacant seats on the Councils.

Respectfully submitted,

Lynn Donatelli