

Dean's Council

April 10, 2006

Minutes

Present: Dr. Arnold, Dr. Deckers, Dr. Ford, Dr. Garibaldi, Mr. Gillon, Dr. Gould,
Dr. Kenny, Dr. Koeppen, Dr. Lalande, Dr. Pappano, Dr. Simon,
Dr. Strongwater, Dr. Weber

Guest: Dr. Jacob

The meeting was called to order at 4:40 p.m.

1. Dr. Jacob explained the responsibilities of the Dean's Council (DC). She referred the members to the attachments distributed with the agenda (these attachments were excerpts from the School of Medicine Bylaws pertaining to "Planning and Policy Development" and "The Dean's Council"). The DC has two main roles. The first role is to serve an integration function -- to collaborate with the Dean to receive and review the proposals from the other Councils, determine if they are consistent with the School's strategic plans, consider their impact on other domains, and make recommendations regarding the allocation of resources. The second overarching role is to handle administrative tasks, such as voting on whether promotion or tenure should be granted on non-academic grounds, and to approve rules for elections. While the goal is that the Dean and the other members of the Dean's Council will collaborate and come to consensus, the DC is advisory to the Dean, who is a non-voting member of the Dean's Council.
2. Dr. Jacob noted the reorganization of the Dean's Office structure, which has resulted in Dr. Koeppen serving as the Chief Academic Officer of both the educational and research domains. Dr. Jacob explained that the plan is to allow Dr. Koeppen to have one vote on the DC, but opened this up for discussion. The Dean's Council agreed with the plan.
3. Dr. Jacob explained that terms of service on the DC are three years and staggered and asked the committee to discuss how to set terms. The Committee unanimously agreed that the terms for representatives from other Councils would be set according to their term on the Council they represent, and that the other elected members (clinical chair, basic science chair, and center director) should draw straws to determine their terms. It was suggested and unanimously agreed that the Dean draw the straws for these representatives. The terms are as follows: basic science department chair (Dr. Lalande) - 6/07; Type II center director (Dr. Arnold) - 6/08; clinical department chair (Dr. Garibaldi) - 6/09. Dr. Simon serves on the Dean's Council as the representative from the Clinical Council, where he serves ex-officio. He will have a three year term on the Dean's Council, with his term ending in 6/09.

4. The Committee discussed the role of the DC chair and a reasonable term of service. It was explained that DC agenda items could come from the Dean, the Board of Directors, and other Councils. The Chair would be responsible for setting agendas, running meetings, and following up on recommendations made by reporting back to the Dean and the other Councils. Dr. Jacob reported that the Oversight Committee elected a chair and a vice chair, gave each a one year term, and decided the vice-chair will succeed the chair. The DC decided to do the same, except the terms would be two years.

The DC agreed to allow anyone willing to stand for election as Chair to run regardless of their length of term. Dr. Jacob provided an opportunity for those who did not wish to run to have their names removed from the ballot, and four voting members chose to do so, as did Dr. Deckers and Mr. Gillon (both ex-officio, non-voting members). Voting members were instructed to rank order the candidates they found acceptable. Votes were tabulated using the single transferable vote procedure. Dr. Bruce Koeppen was elected Chair; Dr. Richard Garibaldi was elected Vice-Chair.

5. Dr. Jacob asked if the DC wished to appoint any ex officio non-voting members. A motion was made, seconded, and unanimously approved to have Dr. Jacob serve as an ex officio non-voting member over the next month to help orient the members to their new responsibilities. The DC also agreed to discuss adding additional ad hoc members at a future meeting.
6. The frequency and length of meetings was discussed. The Committee unanimously agreed to meet every week for 90 minutes over the next month. Ms. Donatelli will canvass the members for their availability. The importance of receiving information in advance of the meeting to allow discussion and decision-making in a timely manner was noted. Dr. Deckers also stressed the need to development meaningful, substantive agendas. A few issues he would welcome input from the DC on are how to address the budget deficit; how community hospitals can help fund medical education; opportunities for the School of Medicine at the Connecticut Children's Medical Center; and how the institution should address the issue of clinical faculty who do not meet their expectations related to provision of clinical care. He also reminded the members that while he would value their input on many issues, there will be some strategic issues which must be dealt with confidentially in order to allow us to maintain our competitive advantage.

7. Dr. Jacob presented for discussion the following resolution approved by the Oversight Committee (OC):

“That the Dean’s Council consider the full scope and impact of the university-wide Public Health Initiative as it pertains to the clinical, research, and educational activities at the Health Center, and whether the development of this program is proceeding according to SOM Bylaws.”

Members of the DC expressed a desire to know more about the concerns of the OC and what the OC was asking the DC to do. It was decided to address this issue at a future meeting pending receipt of additional background information.

8. Dr. Jacob explained that the terms of some members of the Faculty Review Board (FRB) will expire in June 2006. Proposed changes to the methods for electing members to the FRB and the Health Center Appeals Committee (HCAC) will be heard by the Board of Trustees this spring and finalized in June 2006. The proposal is that the Chair of the Dental Council and the Chair of the Oversight Committee will make the nominations, and the entire faculty will vote. In the interim, there is no approved rule that can be followed, since the rule officially still in place requires the Chair of the SOM Council to work with the Chair of the SODM Council to make the nominations. The following motion was presented for discussion and approval:

“In the temporary absence of a formally approved mechanism for Faculty Review Board nominations, the Dean’s Council agrees that in order to have an election for the seats on the Faculty Review Board that will be vacated in June 2006, nominations may be made by the Chair of the Oversight Committee on behalf of the School of Medicine. She will collaborate with the Chair of the School of Dental Medicine Council to make the nominations. This agreement is in place for FRB 2006 elections only.”

There was some discussion as to whether the current policy going through the Board of Trustees is the one the DC would support, but it was decided to table this conversation. The motion was then unanimously approved.

9. Dr. Jacob noted three Health Center committees that desire School of Medicine representation -- the UCHC Space Management Committee, the Faculty Committee on Research Misconduct, and the Academic Affairs Subcommittee of the Board of Directors. She explained that the DC could either develop a process for filling these seats or may choose to delegate this task to the other Councils. The Committee unanimously agreed to table discussion until a chair is elected and a specific proposal is presented for action.

10. The proposed operational guidelines for the Clinical Council and the Education Council (distributed with the agenda) were submitted for approval. Two amendments to the Clinical Council operating guidelines were presented and approved. The operational guidelines for both the Clinical Council and the Education Council were unanimously approved and will be posted on the web.

11. Dr. Jacob asked the Council representatives to provide brief reports.

Dr. Gould reported on the activities of the Public Issues Council (PIC). Dr. Cole has been elected chair. The PIC is working on its operational guidelines and is developing a process to survey faculty as a way of gathering issues and prioritizing them.

Dr. Strongwater reported on the activities of the Clinical Council (CC). The CC is working with the budgets and has presented tentative plans. The new incentive compensation plan was implemented; \$375,000 is available for the first quarter distribution. A new subcommittee was formed, chaired by Dr. Albertsen, which combines strategic planning and finance. A number of new faculty will be recruited within the next few months, and productivity of existing faculty is being reviewed.

Dr. Koeppen reported on the activities of the Education Council (EC). The Council has met twice and will be meeting again this week. They have developed their rules of operation and will begin working on a list of issues passed on by the School of Medicine Council. One issue of substance is a proposal to develop a certificate course in Ayurvedic medicine. After lengthy discussion, the EC did not vote on this issue, but deferred action pending receipt of additional information.

Dr. Kenny reported on the activities of the Research Council (RC). The Council has met twice and will meet again next week. Their rules of operation have not yet been solidified but should be at the next meeting. Dr. Trestman's proposal, "Investing in Our Future," was reviewed by the RC. The final recommendation was that funds to support the initiative may not be available and that the proposal should be incorporated into other existing programs. Dr. Wolfson, Chair of the RC, will discuss this with Dr. Trestman.

Dr. Jacob reported on the activities of the Oversight Committee (OC). The OC has met four times and are busy trying to get a handle on the activities of the other Councils. They have had some discussion on the public health initiative and dealt with a request from the Admissions Committee to deviate from the voting quorum in the Bylaws. Dr. Jacob will get a formal report from them for the next meeting.

12. Dr. Jacob announced that the new School of Medicine web site went live this afternoon and contains information on each of the Councils, including membership and minutes. Dr. Koeppen noted that some links were omitted when transferring from the old to the new system and asked people to make them aware of any omissions so these problems can be corrected.

The meeting was adjourned at 6:00 p.m.

Respectfully submitted,

Lynn Donatelli