

**Dean's Faculty Advisory Council
University of Tennessee, College of Medicine**

October 7, 2024

Call to Order

The meeting was called to order by the president, Dr. Phyllis Richey, at 12:05 PM on October 7, 2024, in person and on the Zoom online platform.

Attendance

The following members were present:

Kevin Beier, MD, EM, Mark Bugnitz, MD, Charlie Busby, MD, Mace Coday, PhD, Denis DiAngelo, PhD, Tina Dudley, MD, Natalie Dunlap, DO, Jay Fowke, PhD, MPH, MS, Rajeshwary Ghosh, PhD, Bruce L. Keisling, PhD, FAAIDD, Natalie Kerr, MD, MBA, Chris Ledbetter, MD, F. Matthew Mihelic, MD, EHaavi Morreim, JD, PhD, Lawrence Pfeffer, PhD, Crystal Pourciau, MD, Phyllis Richey, PhD, Burt Sharp, MD, Claudette Shephard, MD, Joe Willmitch, MPAS, PA-C, Tracy McClinton, DNP, AGACNP-BC, APRN, HGET-C, EBP-C

The following guest(s) was (were) present:

G. Nicholas Verne, MD, Alicia M Diaz Thomas, MD

Approval of minutes

The minutes of the previous meeting were approved as written. Minutes had previously been distributed by electronic means.

Business

Pres. Richey called announced that the previous request, from on Dr. Diaz Thomas during the September DFAC meeting, to discuss nominations for a clinical DFAC member to serve on the CAPT committee has been completed. Dr. Erica Mitchell, from the Department of Surgery, has been nominated and has consented to serve. The nomination was moved, seconded, and unanimously approved that Dr. Mitchell be the DFAC (clinical) member on the CAPT committee.

Pres. Richey also confirmed that, via email, the DFAC has approved the proposed COM 120 policy, which has now been forwarded to Dr. Mike Whitt as he requested.

Dr. Verne then provided an update. Data now indicate that over 90% of our CoM students are satisfied with the preclinical curriculum – a finding that will be sent to LCME by next August. We have no new developments regarding searches or the CoM building, he indicated. Dr. Diaz Thomas said that nominations are now being accepted for the Pathology chair position. A search is now ongoing for the chair of the Dept of Medical Education, a department that has been growing significantly over the past few years. The search may be bringing candidates to campus fairly soon. The search for Pediatrics chair has not yet opened, but will be in the future. A search is soon opening for the Assistant Dean of Clinical Skills Training.

Pres. Richey then invited Faculty Senate President, Dr. Tracy McClinton, to provide any updates. Dr. McClinton announced that results from the COACHE survey from last winter have come in and will soon be released. Additionally, a new policy regarding inclement weather is being updated, and will be discussed during the Senate meeting tomorrow. Any interested faculty are invited to attend, October 8 at 4pm – one need not be a Senate member to attend. Pres. Richey noted that the policy may need to address regional campuses separately, given that weather in Memphis may be different from that in Nashville, Knoxville, or Chattanooga. At this point, instead of closing the campus as such, the new policy appears to propose that some people can work from home at times, and may be permitted to do so or, in the alternative, to use annual leave. In some instances, where annual leave is not an available option, staff development opportunities may be made available.

Pres. Richey presented the results of the DFAC Member Survey distributed following the September meeting. Of the 37 DFAC members, 30 (81%) completed the survey and indicated their interest in serving on a specific committee. Dr. Richey requested that the remaining 7 members who have not completed the survey do so as soon as possible so there will be 100% participation. The list of members indicating their desire to serve on each committee was presented along with the name of the committee chairs. The former "Branding Committee" has now been re-envisioned as the "Faculty Development, Engagement & Communication (FDEC)" committee which will focus on faculty development opportunities, enhancing collaboration and communication between the Memphis and regional campuses. Additionally, Dr. Verne provided his input on issues he would like each committee to address this year.

For the Research Committee, Dr. Verne suggested the committee address strategies for cross-collaboration among various departments and campuses as well as between faculty and students in addition to exploring the previously suggested clinician-researcher track. Regional deans have also expressed similar interest in cross-campus collaboration for research.

For the Policy Committee, Dr. Verne suggested the committee address relevant issues such as re-examining allocation of DFAC seats to for the Regional campuses, term limits; and updating the DFAC bylaws.

The Faculty Development, Engagement & Communication Committee, Dr. Verne suggested that this committee explore ideas to streamlining regular and adjunct faculty onboarding, faculty development and mentorship and cross-college faculty network-building. Dr. Verne further described the complexities of adjunct onboarding using the Department of Medicine as an example. Within Medicine, there are approximately 300 adjuncts and currently each requires two letters of recommendation, which can be overwhelming. The University's requirements for various appointments factor in, as do HR requirements, background checks, and the like pose additional complexities that must be addressed in a more streamlined solution..

A discussion followed regarding the appointment of committee chairs by Dr. Richey as DFAC president. Dr. Sharp pointed out that he used the same process for the Research Committee during both terms he served as president, while others commented that in the past committees have also chosen their own chairs. Dr. Diaz-Thomas confirmed that there is no procedure stated in the Bylaws regarding the selection of DFAC committee chairs therefore at present either method would be appropriate. Pres. Richey stated that she would proceed as she had outlined and asked that, by next month, committee chairs should reach out to their committee members and establish a plan to move forward with committee business, including a preferred method of communication, e.g. Zoom, Teams Channel, a combination of Zoom and Teams, etc.

Next Meeting

The next meeting of the committee will be held on November 4, 2024, 2024, at 12:00n CT / 1pm ET by Zoom and in person in room 502, 910 Madison building.

Adjournment

There being no further business, the meeting was adjourned at 12:57 PM.

Respectfully submitted,

E. Haavi Morreim, JD, PhD
Secretary