

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

**March 4, 2024**

**Call to Order**

The meeting was called to order by the president, Dr. Thad Wilson, at 12:05 PM on March 4, 2024, in person and on the Zoom online platform.

**Attendance**

The following members were present:

Kevin Beier, MD, EM, Mark Bugnitz, MD, Mace Coday, PhD, Terry Cooper, PhD, Jay Fowke, PhD, MPH, MS, Ian Gray, MD, Bruce L. Keisling, PhD, FAAIDD, Khyati Kothari, MD, Chris Ledbetter, MD, Francesca-Fang Liao, PhD, Haavi Morreim, JD, PhD, Lawrence Pfeffer, PhD, Crystal Pourciau, MD, Phyllis Richey, PhD, Reese Scroggs, PhD, Burt Sharp, MD, Claudette Shephard, MD, Laura Sprabery, MD, Joe Willmitch, MPAS, PA-C, Thad Wilson, PhD, Paul J Koltnow, MS, MSPAS, PA-C

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

Nicholas Verne, MD; Alicia Diaz Thomas, MD; Michael Whitt, PhD

**Approval of minutes**

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

**Business**

Dr. Verne and Dr. Whitt noted that we do not yet have an update on LCME's decision regarding our accreditation, although it is hoped that we may have the word in the next few weeks.

As followup to earlier discussions regarding a faculty lounge or other opportunities for faculty and administration to enjoy more informal networking, Dr. Verne introduced the idea of "Donuts with the Dean." The DFAC responded favorably, and it was noted that something similar on the other three campuses with their respective deans is also likely to emerge.

Dean Verne then presented briefly on the budget planning process for 2025. Dean Verne and others who have been meeting on this issue developed several approaches, to be equally distributed among the various colleges. Overall we expect a 3.5% pullback beginning July 1, 2024. Three committees will be created, to figure out the least disruptive ways to distribute the CoM's 3.5% pullback. Some kinds of financial reduction may have minimal impact on CoM operations. After the 3 committees (Faculty, Staff, and Operating) have had the opportunity to meet and create suggestions, further review will lead to concrete decisions.

The 3.5% pullback will not affect faculty salaries – including any raises the legislature may enact this year. Also, the pullback at this point is to apply only to this one year, so far.

Pres. Wilson indicated that underlying financial information suggests that UTHSC has a \$55 million deficit, and the current-year anticipated deficit is \$15 million, hence the need for careful fiscal management.

Dr. Fowke briefly updated DFAC regarding the Faculty Development committee's work. In a recent meeting the group discussed both short- and long-term goals. A focus group was conducted with research faculty, and the results will be analyzed in the near future. The next focus group will concern clinical faculty. The approved minutes from that meeting are appended below.\*

Dr. Cooper updated DFAC regarding the Policy Committee's recent meeting concerning processes for multi-year appointments. He asked Dean Verne whether the group should now move forward to create some draft bylaws, or whether the Committee should wait. Dr. Verne invited Dr. Diaz-Thomas to respond. She indicated that her office has already received some questions as to how the multi-year appointments will proceed. Given that the 3-year option becomes effective on July 1, 2024, she recommended that the Policy Committee proceed to draft bylaws for consideration. A different but related question, to be addressed to Valarie Fleming, concerns how much notice should be given for multi-year faculty, if someone's performance needs improvement. Per Dr. Fleming, these matters would go into the various colleges' bylaws rather than the Faculty Handbook.

**\* Faculty Development Working Group Minutes – February 16, 2024**

During the initial working group meeting, the broad goals of the faculty development program were discussed. A priority was in creating a broad faculty development program that would support junior faculty involved in research, clinical care, and medical education. Program goals considered include increasing junior faculty satisfaction with UTHSC academic support, increasing junior faculty sponsorship of productivity in their priority area of work, and increasing faculty retention. The Committee discussed current focus group activity, institutional challenges of supporting clinical junior faculty, and the need to develop an evaluation program. There was also discussion on how best to address concerns that junior faculty may have in moving to Memphis. The group established a monthly meeting schedule (3<sup>rd</sup> Friday at 1 pm) to continue to develop this discussion, and will continue to communicate via email.

**Next Meeting**

The next meeting of the committee will be held on April 1, 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 12:50 PM.

Respectfully submitted,

E. Haavi Morreim, JD, PhD  
Secretary