I. Call to order

The November meeting of the DFAC was called to order by the President at 12:05 PM on November 1, 2004 in Room F302 of the Coleman Building.

II. Approval of minutes

The minutes of the previous DFAC meeting were approved as distributed.

III. Attendance

Members Present:

- Linda Myers, MD
- Ken Sellers, MD
- Chris Waters PhD, President
- William R. Morris, MD
- Stanley Kaplan, MD
- Arthur Geller, PhD
- Allen Edmonson, MD
- Bob Waters, PhD
- Mildred Randolph, DVM
- Claudette Shepherd, MD
- Ron Pfeiffer, MD
- Fran Tylavsky, DPH

Guests:

- Henry Herrod, MD, Dean of the College of Medicine
- Dianna Johnson, PhD

IV. Old business

A. Report on the Dean's Symposium

The committee discussed the success and failures of the recent Dean's Symposium. The response to the meeting was very favorable, but there were several suggestions made to improve the meeting next year.

1. The Dean's Symposium should always be held in conjunction with UT College of Medicine Alumni Day.

2. The Dean should encourage department Chairs to encourage faculty, residents, and fellows in their department to attend.

3. Each DFAC member should encourage faculty members from their department to attend.
4. The food should be in an area close to the poster display area and available before and after the session.

5. The poster presentations should be available before and after the meeting.

6. There should be contact with other community professionals (St. Jude, University of Memphis, Biotech people, Pharmacy people, etc.)

7. The question again was posed as to whether the event should be held on or off campus. There were valid positions on both sides.

8. Sponsorship should be sought earlier. Perhaps the meeting could be linked to and held at the Peabody in conjunction with the UT Alumni Day next year.


Fran Tylavsky reported that the evaluation sheets obtained from the attendees were positive. These results will be analyzed for information that might improve the meeting.

V. New Business

Dr. Diana Johnson then gave a brief presentation on four items.

1. New Faculty Orientation

   This will be held on November 2, 2004. There are approximately 100 new hires. Several of these were joint appointments; many are clinical faculty.

   Information should be given the new faculty concerning retirement plans, etc.

2. Update on the Professional Conduct Committee

   In response to a sexual harassment case at UTMG, all employees at UTMG are required to complete an internet-based training session as a condition of employment. UT will follow with similar requirements before Christmas. Monitoring will be necessary for compliance.

2A. AAMC Report

   Graduates of the UT College of Medicine surveyed by the AAMC indicated sexual harassment was a problem on this campus. In some specific areas, the College of Medicine had complaints on a par with other medical schools; in others we seemed to have more complaints.

   At the present time, students, residents, and graduate have no required training in this area.

3. Report of the Nominations Committee

   The committee needs a DFAC representative, preferably a clinician faculty member, to serve on the CAAP committee.
4. Update on the Non-Tenure track

With the removal of the "30% rule," non-tenure track appointments seem to be more likely to be offered. Dr. Johnson's opinion was that the Faculty Handbook allowed such appointments, and changes to the Bylaws of the College of Medicine could accomplish this result. A proposal was handed out, a copy of which should be attached to these minutes. Implementation should be able to happen soon.

VI. Next Meeting

The next meeting will be held on Monday, December 6, 2004, in F302 in the Coleman Building.

VII. Adjournment

There being no further business, the meeting was adjourned at 1:01 PM.

Respectfully submitted,

William R. Morris, MD
Acting for the Secretary