Dean's Faculty Advisory Committee
University of Tennessee, College of Medicine

December 5, 2003

Call to Order

The meeting was called to order by the president, Dr. Fran Tylavsky, at 12:05 PM on December 1, 2003, in the Patio on the 7th floor of the Wm. F. Bowld Hospital.

Attendance

The following members were present:

Allen S. Edmonson, MD, Peter D. Jones, PhD, Stanley Kaplan, MD, Leonard Lothstein, PhD, E. Haavi Morreim, PhD, William R. Morris, MD, Mildred Randolf, DVM, Kenneth D. Sellers, MD, Claudette Shephard, MD, Fran Tylavsky, DrPH, Christopher M. Waters, PhD, Robert S. Waters, PhD

The following members were excused:

Thad Wilson, PhD

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

Henry Herrod, MD, Dianna Johnson, PhD, Raj Raghow, PhD, Charles Mansbach, MD

Approval of minutes

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

Old Business

Pres. Tylavsky began by updating the DFAC on the Dean's Symposium. It will be held at the Public Library on January 16, 2004. Speakers will be Rusty Johnson and Carolyn Reily. A budget of $2000 will be used for food and other needs. Announcements will be sent out soon.

New Business

Dr. Dianna Johnson and Dr. Raj Raghow (chair, Nominations Committee) discussed the Nominations Committee, which is in its first year of operation. The committee reports to the DFAC, rather than to the dean, which makes it a faculty-oriented body. Dr. Johnson's functions are to support the committee and its activities, while essentially leaving the content of its business to the faculty. Via the nominations committee, faculty are invited to apply for various CoM committees via general announcements. Additionally, department chairs are invited to submit nominations, and the DFAC can submit nominations as well. The CAAP (Committee on Academic Appointments and Promotions) is one such committee, and its subcommittees address a
range of issues, including student promotions as well as faculty promotions. Progress and Promotions committees are also now under the Nominations Committee's ambit.

The purpose of the Nominations Committee is to open up the functions of the CoM more broadly to faculty participation, and to make various committees' functions more transparent. Drs. Johnson and Raghow provided information listing which faculty have volunteered for various committees, who currently serves on them, and which names are retained in a pool for future committee membership. Overall, the process seems to have worked quite well, with substantial numbers of faculty volunteering to serve in response to each call.

There is some discussion of potentially expanding the Nominations Committee's functions to encompass nominations for committees that are Health Science Center-wide.

Actual appointments, from among available nominations, are made on a variety of bases. Some committees need a certain diversity of backgrounds, some need to include people who have not yet had the opportunity to serve, and so forth. Those who are not chosen to serve are sent letters thanking them for their willingness. Further discussion touched on the question whether someone who is nominated for a committee remains nominated for future vacancies, or whether the nomination must be renewed.

In response to the question how the Nominations Committee's members are chosen, it was suggested that the DFAC should play a major role.

In her capacity as assistant dean, Dr. Johnson indicated that plans are moving forward for developing a broader faculty orientation program, the first of which was held last fall. This past year there were relatively few new members.

Dr. Johnson is also developing the faculty's offerings for mentoring junior faculty. One challenge is that senior faculty have so many commitments that it is sometimes difficult to find time to provide mentoring. One option is the federal government's "K-awards." An application for a K-30 award, for instance, is being sponsored jointly with St. Jude, and will ask for research training curriculum. Dr. Grant Sommes is involved in this application. A K-12 award application is being entered by Dr. Bruce Alpert. If won, it would permit release time for young faculty who want to become clinical scholars who spend substantial time in research activities. Additionally, St. Jude is submitting its own K-12 award application, which if won would be coordinated with the K-30 curriculum.

Dr. Mansbach pointed out that these grants' salary support is limited, and that therefore they must be supplemented. However, it was also noted that these levels are increasing each year. The request may be for up to 5 faculty the first year, and up to 8 the second year. One significant challenge will be identifying mentors for this many junior research faculty. The emphasis of these grants is on clinical research, though applicants do not need to be from clinical departments.

In other news, a Department Chairs' Leadership Forum has now been implemented, with all chairs meeting on a monthly or bimonthly basis. Currently the chairs are evaluating non-tenure tracks, to determine how best these can be used and what the CoM's needs are. This work is being undertaken in conjunction with the CAAP committee, which is examining tenure- and nontenure-track appointments. The CAAP committee is also discussing its operations. Its workings are undergoing some change, e.g., to go to an NIH-style "study-section" format. Each application will be assigned a primary and secondary reviewer.

In a question regarding the progress of the search for a new chancellor, Dean Herrod indicated that early next week the search committee will make recommendations to the President. If UT's President accepts the recommendation, he then submits that preference to the Board of Trustees. Hypothetically, if he is not satisfied with either candidate, another search would be launched. Ultimately the Board needs to make the decision.
In other news the Dean indicated that, for the present, the research incentive program remains intact, though its future will depend on budget factors.

Dr. Herrod commended the Nominations Committee's work. He suggested that, as the committee's future composition is selected, there should perhaps be staggered terms so that people with experience are always on the committee.

Next Meeting

The next meeting of the committee will be held on January 5, 2004, at 12:00 Noon in the Patio on the 7th floor of the Wm. F. Bowld Hospital.

Adjournment

There being no further business, the meeting was adjourned at 12:55 PM.

Respectfully submitted,

E. Haavi Morreim, PhD
Secretary