

MINUTES OF THE EXECUTIVE COMMITTEE OF THE FACULTY SENATE

Nov 9, 2017

Present: Drs. Ackerman, Ang, Ellis, Finley, Kim, Klein, Levine, Mutchnik, O'Leary, Puscheck, Rowley, Sood, Strickler, Swerdlow and Wozniak.

Absent: Drs. Granneman and Shekar

Also Present: Dr. V. Delaney-Black, C. Brain, R. Cooper, M. Cerullo

Call to Order: The meeting was called to order by Dr. Finley at 3:05 p.m.

1. Approval of the Minutes of October 12, 2017:

The minutes of the meeting of October 12, 2017 were approved.

2. Personnel Actions:

The proposed appointment of Jeffrey Hotaling, MD as Assistant Professor of the Department of Otolaryngology (Clinician Educator, non-tenure track) was approved.

The proposed appointment of Randy Lieberman, MD as Professor of the Department of Internal Medicine (Clinician Educator, non-tenure track) was approved.

The proposed appointment of Ali Luqman, MD as Assistant Professor of the Department of Neurosurgery (Clinician Educator, non-tenure track) was approved.

The proposed appointment of Michael McLeod, JD, MPH as Assistant Professor of the Department of Family Medicine and Public Health Sciences (Clinician Educator, non-tenure track) was approved.

The Sabbatical application from Dr. E. Mark Haacke, Professor of Radiology and of Biomedical Engineering, was approved by majority vote through email to be in time for the upcoming deadline December 15, 2017.

3. Report from the Office of Faculty Affairs (reported by Dr. Delaney-Black):

- a. Faculty180: From this point moving forward, the professional activities and records of faculty in the School of Medicine will be managed by the software firm, Interfolio, using their web-based platform, Faculty 180. Charlene Brain, Mary Cerullo and others in OFA initiated the enterprise of data input with upwards of 170 CV's from EC members and the faculty in four test departments: Anatomy & Cell Biology, Internal Medicine, Oncology, and Pathology. Phase 1 involves establishing a common terminology for the headers under which individual items will be entered into the database. Service, teaching, and reports of scholarly activities are among the most challenging areas to reconcile, in particular for the Clinical Faculty for whom the demarcation between teaching and service is often not so clear. Ultimately, the system is being built to output the three documents by which faculty are evaluated each year: the CV, Activity Summary, and Teaching Grid. Information not properly mapped to the correct heading may be ignored when such reports are generated.

Despite OFA's efforts to take as much burden off the faculty as possible during the initial build, the process will likely be time-consuming and labor intensive for all involved in order to achieve products that showcase faculty achievements to the full extent.

- b. OFA is conducting townhalls at various locations of the SOM campus to advertise Interfolio's data management software (Faculty 180). The goal is to motivate all faculty to comply with establishing a comprehensive database that promises to pay huge dividends in terms of the time and effort that will be saved for generating the yearly reports required for selective salary review in the future. EC members are encouraged to participate in this venture by informing colleagues in their respective units about the link to the "new selective salary program" on the OFA website.

4. Report from the President:

- a. Dr. Finley pointed out that, unlike in the past, this year the Faculty Senate neglected to present a gift to the faculty who received 2017 Teaching and Research awards. As the new Treasurer, Dr. Swerdlow was asked to contact Dr. Shisheva about assuming control of the Senate's fiscal operations and to consider arranging a monetary award be given to these faculty to recognize their achievements.

Adjournment: The meeting was adjourned at 3:49 pm.

Respectfully submitted by Sharon H. Ackerman, Ph.D., Secretary, Executive Committee of the SOM Faculty Senate.