

**MINUTES OF THE EXECUTIVE COMMITTEE MEETING**  
**June 9, 2011**

**Present:** Drs. Alangaden, Asmar, Bannon Delaney-Black, Frank, Gow, Krawetz, Mitra, Rosenberg, Rossi, Shisheva, and Whittum-Hudson

**Absent:** Drs. Khan, Kuhn, Lerner, and Thomas

**Also Present:** Ms. Zirka Clark

**1. Call to Order:**

Dr. Whittum-Hudson called the meeting to order at 3:10 p.m.

**2. Approval of the Minutes:**

The minutes from the meeting of May 26, 2011 were approved as revised.

**3. Dean's Report:**

- Dr. Frank expressed his sincere appreciation and thanks to the Executive Committee and the Human Resources Office for their efforts and the work they do for the School of Medicine faculty.
- Dr. Parisi has indicated that she would like to appoint a successor for Dr. Frank as a liaison to the Executive Committee.

**4. President's Report:**

- Merit review sub-committee chairs for the 2010 review will finalize the merit program before June 27, 2011
- The Research Development Committee has been polled for opinion on the School of Medicine cuts to services such as dry ice, laundry services and the medical sciences store. The budget committee has been made aware of the importance of these services to the School of medicine and the cost to departments to replace them.

**5. Personnel**

Payroll Faculty

Approved: Mutyala, Ramakrishna – Assistant Professor (Clinician-Educator)  
Shkoukani, Mahdi – Assistant Professor (Clinician-Educator)

Voluntary Faculty

Approved: DeSousa, Christina – Clinical Assistant Professor  
Fonger, Evan – Clinical Assistant Professor  
Frank, Robert A. – Associate Professor (Clinician-Educator) FTA

Emeritus: Lee, Chuan-Pu

Notations: Brush, George – Associate Status  
Center for Molecular Medicine and Genetics

Fribley, Andrew – Associate Status  
Department of Otolaryngology

**6. New Business:**

- New personal statement templates for basic and clinical faculty preparing promotion and/or tenure packets will be posted on the Faculty Affairs website. The personal statement is an important and necessary document for P & T.
- The committee discussed a new option for PAD seminars that focus on the development of senior faculty interested in mentoring junior faculty. This concept has arisen from problems with senior faculty recommending “arm’s length” references for junior faculty.

- The Executive Committee discussed the recent article in the AAUP-AFT Newsbrief which claims the School of Medicine administration tried to force faculty to give up their 2% across-the-board raise to offset university budget cuts. The Executive Committee is drafting a response to the inaccuracies stated in this article.
- The Executive Committee discussed new policies for the purchase of equipment items from grants. The process for purchase appears to have increased in complexity rather than decreased. This issue will be referred to the committee for dysfunctional policies and to the RDC.

7. **Old Business:**

None

8. **Adjournment:** The meeting was adjourned at 4:35 p.m.