



WAYNE STATE

School of Medicine

To: Executive Committee

From: Dena Nazer, M.D., Secretary to the Executive Committee

Subject: Executive Committee Meeting Minutes- October 10, 2024, (3-5 pm via Zoom)

Attendance: 19 total attendees

EC Members : Nashat Imran (president), Avraham Raz (vice president), David Edelman (treasurer), Dena Nazer (secretary), Eric Ayers, Christina Artelejo, Malathy Shekhar, Eric McGrath, April Carcone, Heather Dolman, Kevin Theis, Matthew Jackson, Lauren Hamel, Sreenivasa Chinni, Nour-Eddine Rhaleb, and Kristiana Kaufman.

OFAPD: Basim Dubaybo, Renee Cooper, Dorian McGhee, and Nada McIntyre.

Dean: Wael Sakr (Dean-joined 3:31pm for the Dean’s report).

Excused: Muhammad Jaffar

AGENDA

- **Call to Order:** Dr. Imran called the meeting to order at 3:00 pm. Previous meeting’s minutes were approved.
- **President’s Report:** Dr. Imran reviewed the P and T process and how to write the letters and access the folders. He shared resources and templates to be utilized for review. He emphasized the cameras need to be on all the time. He also addressed the RDC review, the RDC expired terms, and the bylaws regarding that.
- **Dean’s Report :** Dean Sakr addressed several questions and concerns:
 - The lack of bylaws in several departments. These bylaws have not been reviewed yet. The Dean suggested a template to be used when the process is initiated.
 - The consulting group will be submitting a report this month concerning the division of pediatrics.
 - The contract with the DMC was also discussed including the fair market value. Most of the work is done so there is a reasonable chance the contract will be signed soon.
 - Applicants for medical school: Holistic reviews for applicants are required by faculty to ensure the best students at the school. The Dean discussed the resources offered to the students
 - Research was discussed. The Dean will be meeting with the faculty to discuss future directions.
- **Office of Faculty Affairs’ Report:** Discussion of P&T Review and Voting Processes. Dr. Dubaybo will send updated files for instructions on the review process. Voting was also discussed. It is an anonymous process. We will be instructed as to whom we can vote for. Being present at the meeting is essential for voting unless a conflict of interest is identified. Guides will also be shared with the EC. If any errors are noticed in the packages, please alert the OFAPD office.
- **Personnel Appointments:** Please refer to the table below.

Adjournment: meeting was adjourned at 4:33PM

Personnel Appointments

FTE			
Name	Rank requested/ Track	Department	Approved/not
Gautam, Mohan	Assistant Professor, Clinical	Psychiatry	Approved
Sucheston-Campbell, Lara	Professor	Oncology	Approved
FTA			
Name	Rank requested/ Track	Department	Approved/not
Daaboul, Fayez MD	Assistant Professor FTA, Clinical (DMC)	Pathology	Approved
El-Reda, Zeinab MD	Assistant Professor FTA, Clinical (Wayne Health)	Internal Medicine	Approved

Notations

Voluntary

Badr, Heba PhD : Adjunct Assistant Professor (DMC)/ Department of Pathology
 Hammoud, Ihab MD: Clinical Assistant Professor/ Department of Internal Medicine
 Mahabir, Roshan MD: Clinical Assistant Professor (WCMEO)/ Department of Pathology
 Ramaseshan, Karthik MD: Clinical Instructor (VAMC)/ Department of Internal Medicine

VO/FTA TERMINATIONS

Wu, Vivian MD: Clinical Assistant Professor (HF)/ Department of Otolaryngology