

**Minutes of a
Medical Faculty Executive Committee Meeting
January 10, 2005**

Present: A. Brem, J. Diaz, E. Harrington, C. Jackson, K. McGarry, J. Padbury (Chair), M. Phipps, J. Rich, W. Rakowski, S. Rounds, R. Smith, S. Suner, W. Wu

The Chair opened the meeting at 8:05 a.m. Minutes of the 12/13/04 MFEC meeting were approved as submitted.

The FEC, Biomedical Council and President's Executive Council have not met since December so there were no committee reports. Dr. Padbury noted that the Brown University Community Council will be added to the list of committee reports once it starts meeting. Dr. Rich was appointed a member of the Council at the December MFEC meeting.

The slide presentation for Departmental Outreach was revised to include all MFEC's members' names and their hospital affiliations. Dr. Padbury is planning to make a presentation to the Pediatrics Department this month. Discussion ensued about the employment categories within the pie chart, and it was recommended the Brown Medical School faculty be broken down by promotion track. Dean Rounds will provide the relevant data. Another suggestion was made to leave the chart as is and define tracks within each domain. The MFEC concluded that two versions of the pie chart should be created—one by location and the other by academics. Dean Rounds noted that Cardiovascular was supposed to be added to the presentation. The MFEC then discussed items to emphasize that would promote and explain shared governance and academic enrichment opportunities. Dr. Padbury will send a new set of slides to the MFEC, and Committee members can delete the ones they feel do not fit their department.

Dean Rounds recently met with the clinical chairs about the Teaching Scholar Dossier to which several changes were made after discussion with them. She explained some of the major concerns of the clinical chairs who questioned the intention of the revised dossier—was it to replace publication activity? The answer is “no”, it is designed to promote teaching responsibilities. Questions were also asked about “what counts” for substantive activity on the dossier which Dean Rounds explained. Once the document is finalized and officially approved by the Medical School, it will be a promotion requirement for the teaching scholar track. It can be used for other tracks if desirable.

The MFEC discussed the current system for collecting teaching evaluations. Dean Rounds noted there are wide disparities in the Medical School on how this is handled. A web-based system is being considered, one system for all hospitals. Hopefully the new system will be in place by next fall. Teaching awards in the hospitals was also discussed, some of which are not clearly defined.

A motion was then made, seconded and unanimously approved that Dean Rounds move forward with the draft of the Teaching Scholar Dossier as it is currently written.

Dr. Padbury drafted a letter to Kaelyn McGregor about the Intellectual Property Policy (IPP) for review by the MFEC. He did so after attending the Faculty Forum on the IIP which he found to be very informative. The forum was sponsored by the FEC and was well organized with specific issues on the blackboard to be discussed. Conversation was reasonable and MFEC issues were well-represented.

After careful review of the letter, it was suggested a sentence be added mentioning that the MFEC would like the opportunity to review the final draft of the IPP before it is adopted. In the meantime, the MFEC will have the opportunity to review the Faculty Forum minutes that will be published in the 2/1/05 faculty meeting agenda.

The Committee discussed the MFEC ballot. Dr. Harrington, Chair of the Nominations Subcommittee, distributed a handout summarizing membership requirements, terms of office, and method of election. The current status of MFEC membership and what the future status should be was broken down by track, hospital, and academic level. Discussion ensued whereby it was noted that gender is important, that the MFEC will need to pay close attention to the number of women on the committee. The number of faculty in the teaching scholar track as well as in (research) needs to be increased. A memo soliciting nominations will be reviewed by the MFEC and sent out as bulk e-mail to the medical faculty. Drs. Rich, McGarry and Jackson volunteered to assist Dr. Harrington with the MFEC ballot.

The meeting was adjourned at 9:23 a.m.

Respectfully submitted,

Cheryl A. Moreau
Secretary