**School of Medicine Faculty Assembly**

**Minutes**

**2-2-23**

Attendance: Ali Z, Creel A, Hart J, Kamboj S, Reilly L, Nair N, Sarkar S, Wisner E, Farge A, LeBlanc C, Martin A, Scott H, Stuke L, Tanner L, Mathews E, Holman S, Abreo A, Clement M, D’Souza J, McDonough E, Castellano T, Augustus-Wallace A, Cameron J, Taylor C, Primeaux S, Simon Peter L, Worthylake D, Alahari S, Athas G, Siggins B, Gardner J

Proxies: Scott for Gajewski, Gardner for Prasad, Cameron for Crabtree

Absent: Reinoso M, Maness M, Morvant A, McDonough E, Simkin J

Called to Order: 1600

**Guest Speaker - Dr. Wayne Backes:**

Spoke about LSUHSC Website, research opportunities. He walked through the website. Offered to come to departmental meetings if needed to help. When you open the main page, the drop down “research” is for the entire LSUHSC center. Need to access it through the school of medicine page instead. New programs and initiatives put in place over the last year, pictures of members of office staff is on the main page. The information is located on the left column.

* Mentoring Program for Junior Faculty: Has description of mentoring program. This is available for junior faculty or anyone who needs it. This program tries to identify a mentoring committee for young faculty. Copy of CV and 1-2 page survey needs to be filled out. Survey asks about who you are and what your academic goals are. Once you fill this out, it goes to a committee and then they identify mentor selectors who interview the junior faculty member. Then the mentor selecting committee will identify mentors for that member. Mentors are senior faculty from LSUHSC.
* Research Café: This is a series of monthly workshops by different areas of research. They are about 1 hr long and usually at noon on a Wednesday. These can cover things like lab support, institutional grants, identifying others with similar research interests, etc. There is information from each meeting listed on the website via video form. Next one is “proposal development workshop” on 2/14 at noon. Specific Aims Workshop in March is for participants to submit their Aims and then a panel will review the wording and design. In April, will be on Research Strategy, Biosketch, Budget, and Budget Justification. A Mock Study Section workshop and Peer-Reviewed Manuscript workshop will also be later in the year.
* Grant Opportunities: Several intramural grant programs listed under this part.
  + Clinical Research Grants program designed to focus on our clinician scientists who may have a research idea. 3 deadlines: March 9, July 9, and November 9. Application is 6 pages and can ask for up to $75k which can be spread over 1-2 yrs. Can submit another grant at the end of that time as well.
  + Bridge Grant Program: When someone has funding but has lapse in funding, we don’t want them to be able to continue to collect data and compete for funding. Can request $75k/yr for up to 2 yrs. If grant is accepted, the second year requires a 1-2 page summary of research productivity.
  + New Projects Grants: For individuals who have a new idea. Same format and deadlines as other grants. Can request 1 yr of funding for $75k.
  + Healthcare Disparities Program: One of the newest programs and has a shorter application. The amount you can request is different (Faculty $10k total ($5k from SOM and $5k from your dept)). Residents and staff can request up to $7500 and students up to $5000.
  + Resident Research Opportunities: To stimulate resident and fellow research. Can request up to $5k ($2500 from SOM and match of $2500 from sponsoring department). No deadline on this particular grant program. Short 2-3 page application. Generally, these all get funded.
  + Other grants: LA CaTS, Nutrition and Obesity Research Center pilot grants, Spirit of Charity grant (clinical translational program)
* Grant Proposal Pre-Review: This is a program that is ongoing. If you want to have input on your grant, need to submit it 4 weeks in advance. A reviewer gets the grant back to you within 2 weeks with suggestions. If you have an idea and want to talk to someone about it, they can help identify someone who is an experienced grant writer to help.
* Faculty Development: Whole page of information to use for development.
* Biostatistical Consulting Support (under Research Resources): If you are a resident/fellow, you automatically can get this support by contacting them directly (up to 10 hrs for an individual). If you have grant through LA CaTS, can get support through them as well.
* Faculty Interest Database: Can type directly into the search box and it brings up a list of names who have common research interests. You can also enter your interests into the Faculty Interests Database which is on the webpage as well. Can also search equipment here.
* Core Facilities: 3 main: genomics currently managed by cancer center, proteomics managed by David Worthylake, and imaging. Louise Marrero has the main one but other imaging equipment is available. Recently hired someone to oversee the cores. Can find these under Research Resources and then click “Core Labs”.

1. **Approval of September Minutes**: (Motion: Kamboj, second: LeBlanc)
2. **Reports**:
   1. **Executive Committee**: Met on Tuesday with Dr. DiCarlo.
      1. CALS building- people started moving in on 6th-8th floors. 4th-5th floors will move in in next 2 weeks. Some report infrastructure issues such as soap dispensers not working correctly, bathroom doors not locking, joint offices only being keyed by one department. These things have been reported. Also no housekeeping staff currently (report from 7th floor). On 8th floor, was told every desk is keyed for the same key so may want to check on other floors as well.
      2. MEB demolition to happen in June but may get pushed back.
      3. If you have lab space in CSRB will most likely have office in CSRB. Those without labs in CSRB may get offices in Lions building on the 7th floor.
      4. Animal Care Annex building: up and running but some things need to be taken care of there.
      5. IT problems should be solved and back to normal.
      6. LCMC purchase of Tulane: No full details about impact for EJGH etc.
      7. New recruits: Dr. Lee Engel took over Dr. Charles Hilton for Associate Dean for Academic Affairs. Effective 2/1/23. Brian Lee Dermatology Chair to be stepping down in May. Planning to appoint interim chair.
      8. Planning to recruit new clinical directors in curriculum directors section. Will look for 2 clinical curriculum directors.
   2. **SOM Administrative Council:** 
      1. Lots of overlap above.
      2. Dr. Taylor announced several promotions workshops: 4 for faculty (1/week per month virtually) and another for business managers and admin staff to start the week after Mardi Gras.
      3. Spoke about faculty handbook updates.
      4. Trying to create alignment between schools for promotion and tenure. No details.
      5. Evaluation forms for faculty and leadership positions due 3/15. One of these forms go to department head and one to HR.
      6. Leadership form is new for dept heads/directors and those with Dean titles etc.
      7. Potential for merit increases but no promises.
      8. Dr. Lazarus announced Camp Tiger Auction in-person on 3/10. Tickets can be purchased online and bidding can occur online as well.
      9. 3/17 Match Day: If faculty want to be involved at Audubon Tea Room, do not come before 1030-11.
      10. Family Day 4/1 in CALS lobby.
      11. Deep freezers: Led to some frustration from researchers. Trying to put 75 freezers on 4th floor of Lions but have to drop plugs and need additional cooling.
      12. Dr. DiCarlo talked about how President Tate has started process for Chancellor search. Also said we have new HR director who has not been officially announced yet. Jill Fragoso who was formally HR director at CHNOLA. Director of LCMC hospitals (John Nickens). Goal is to be able to negotiate incentives for clinicians and have consistency across facilities. Also covered diversity dashboard results. Will be presented later but covered student applicants, students enrolled, and faculty members. Had increases in women faculty, black African-American faculty and students, and big reduction in Latino faculty.
   3. **Faculty Senate:** 
      1. Guest: Dr. Southerland (VCAA).
         * Big topics to discuss was that she has started process and put out request for proposals from consulting group to develop a strategic plan for health sciences center. She is learning that the schools within the HSC do different things and wants us to be on the same page for many things. Once this gets started, will have focus groups with staff/student faculty.
         * Also discussed faculty evaluation process. Has been a lot of hate regarding this process. Many people were unhappy about how these went last year. This year, will be same process as last year but will change for 2023 evaluations. She thinks these should be for development and not for punishment etc. so wants to change what this looks like.
         * Faculty Handbook Committee and revisions are currently being made. Will try to match the BR campus.
         * President Tate sent people here to meet with different faculty to ask questions about what the new Chancellor should be like and find important, etc (social media, website, presence in NOLA, etc).
         * Climate survey should have gone out. This information is anonymous and you can give your honest opinions. This information goes to Dr. Southerland and she will discuss “big picture” problems with the Chancellor.
         * Executive committee meets next Thursday. Will ask Dr. Southerland about “quick turnover” things at that meeting.
3. **Old Business:** 
   1. **Jennifer Cameron:** Architectural updates:Attended meeting along with dept heads of basic sciences faculty. Presentation from architects was the same that had previously been given to general faculty so not really any new information. There was some concern that architects didn’t know what they were doing but Chancellor Nelson reassured that they have built buildings like this before including new lab spaces etc. Not a lot of feedback from dept heads regarding the plans architects had laid out. People were concerned about what is going to happen with structure of research enterprise when we go to move back into the building. Was put back to dept heads by Chancellor Nelson that he is waiting on a “vision plan” about how to restructure it with the idea of going away from depts and more towards research-structured themes.
   2. **Faculty Assembly Awards:** Email to be sent this PM by Stefany. Nominations due 2/24.
4. **Call for New Business:** None
5. **Adjourn:** Motion (Kamboj 1708).