**School of Medicine Faculty Assembly**

**Minutes**

**January 6, 2022**

Attendance: P. Prasad, S. Primeaux, J. Crabtree, D. Worthylake, S. Kamboj, K. Gajewski, L. Simon, S. Sarkar, J. Gidday, C. LeBlanc, K. Happel, S. Alahari, E. Mathews, Z. Ali, M. Reinoso, J. Hart, C. Taylor, S. Holman, A. Martin, J. Cameron, N. Nair, E. Wisner, A. Creel, A. Augustus-Wallace, L. Reilly, M. Hauser, L. Sanders, J. Hunt

Proxies: None

Absent: R. Gomez, D. Felipe, R. Zambrano, J. Simkin, J. Gardner, M. Maness, L. Stuke, H. Scott, A. Farge

Called to Order: 1600

1. **Approval of September Minutes**: (Motion Primeaux, second Crabtree)
2. **Reports**:
   1. **Executive Committee**: Dr. DiCarlo met with us on 12/15 via Zoom (Courtesy of J. Crabtree)
      1. Discussion about leadership changes
         1. Lots of interims – Dr Nelson will be chancellor for 18 months before a search. DiCarlo wants to move into a “post-COVID” mode with regularly scheduled faculty meetings, etc.
         2. DiCarlo’s agenda is to get back on projects that were stopped – things like strategic planning, promotions and tenure guidelines revisions, faculty development, salary equity (may need outside help to implement equity analysis and planning to get where we want to be; all levels of the university; massive undertaking)
            1. His priority projects: strategic planning, promotions process, education and faculty development
         3. Wants a search for a permanent Sr Assoc Dean position – not because he’s sure he’ll be named permanent Dean, but because we need to start establishing some stability.
         4. Dr. Nelson wants to address the Faculty 2x or 3x per year. Next one second week in Feb – 4pm in person with a virtual option. Watch email for more info. Dr. Nelson has the agenda to restore trust, clarity, transparency in upper administration.
         5. Equity – looked 3 or so years ago at promotions and doesn’t think we have a problem with equity. Salary questions are important and complicated by a couple of things – he thinks base salaries should be standardized by rank across university. But that’s not the case and would cost tons of money. Base salaries for basic sciences have gone up higher than clinicians. Pushed down clinical base salaries – definitely a gap – since the rationale that clinicians can make money in supplement. (he has a definite bias towards increasing clinical base salaries)
         6. Faculty development – we need someone in Dean’s office focused on FD.
            1. Thinks we do a good job in research – mentorship committee, research café, internal bridge funding.
            2. Doesn’t think we do a good job of developing our teachers or with helping folks with the nuts and bolts of promotion. Jay Mussell and Michelle Moore have looked at the FD website and are working to add resources, podcasts, etc. They’ve taken on the criteria for promotion to each rank and are working on that.
            3. Annual Reviews with the Faculty Annual Review electronic form that was worked on by a campus-wide committee before all the upper administration turmoil. Need to be able to collect data on grants, publications, etc for SACS and the electronic system would make that happen.
            4. Funds for AAMC Meetings

AAMC Mid-Career Women’s Leadership Development workshop - Dean’s office to support up to 3 women/year. Virtual this year, fill up fast.

AAMC Mid-Career Minority Faculty Leadership Development workshop – Dean’s office to support 2/year. Virtual this year, fill up fast.

Departments are tasked with supporting candidates to the AAMC Early Career Leadership Development workshops.

* + - * 1. On the clinical faculty side – negotiate with hospital partners for funds for professional development of faculty. Faculty development support varies by department. Would like to go back and refine contracts with UMC and build faculty development into the contracts.
    1. Updates on construction
       1. ILH construction project is still 6 mo away from completion. Then it has to be furnished, then move in.
       2. Animal Care in CSRB is at least 6 months away from completion.
       3. MEB renovation – meeting with basic science and architects this week. Dr. Backes and Winsauer working on the operations of this process in terms of moving people around during renovation. Still in very early stages. May do it by quadrants since the utilities are vertical not horizontal. Planning labs in the center and offices along the outside by windows. Still deciding if open floor plan or individual labs.
       4. Bridge across Tulane – on hold. Back to the design phase.
    2. Faculty Assembly Awards - Dr. DiCarlo supports the monetary awards
    3. Clinical trials associate dean position –
       1. Office of Research Services has hired 2 people to support faculty.
       2. b. SOM job posting for an individual to liaise with faculty/UMC/Dr. Alam’s office – 20-30% position for an internal candidate
          1. 8 applications, but put on hold for now because of all the transitions in the dean’s office.
          2. Dr. Taylor will lead that search, committee is set.
          3. Will send CVs out to committee before holidays, then Dr. Taylor will follow up in new year. Hope to have someone in place by Feb/March.
    4. Audits of departments:
       1. Biochemistry has reorganized with Dr. Koul stepping down, Winsauer as interim department chair
       2. MIP audit complete and findings report sent to Dr Ramsay for his comments
    5. Still planning to be full time on campus next Spring. Need to start transitioning to living with COVID
  1. **SOM Administrative Council:** Did not meet
  2. **Faculty Senate:** Met 12/14/21 (Courtesy of J. Crabtree)
     1. Dr. Tekeda Ferguson is stepping down as President – she’s been promoted to Program Director and is no longer eligible to serve on Senate. Dr. Judy Crabtree, current President Elect, will take over as President. A replacement President-Elect will be elected in June.
     2. Key themes:
        1. Coffee kiosk in atrium will return in ~ 1 year.
        2. ATM has been relocated to the cafeteria
        3. Updated LSUHSC website – launch postponed until June2022
        4. Moodle
           1. Faculty have expressed concerns that the LSUHSC version is different from the A&M version
           2. are we being restricted from using parts of Moodle? Why?
           3. Faculty need to collect information from assemblies as to what exactly they would like to see in Moodle that is not available.
           4. UPDATE: held a meeting on 1/5/2022 (S. Primeaux, E. Oral, K. Boe, L. Jennings, R. Rappold, J. Crabtree) to discuss

Moodle is open source.

L. Jennings sent resources and gave meeting attendees access to the development site for upgrading Moodle from v3.5 to v3.9.

Asked for feedback on what additional plugins faculty feel are the most important.

* + - 1. Dr. Porche is revising CMs and policy to support how we interpret PMs for our campus
      2. HR – right now we are relying on LSU Baton Rouge HR department for ongoing investigations until we can stabilize and hire new director. Director position has been advertised and is accepting applications.
      3. Dr. Porche is reviewing the PhD/School of Graduate Studies program – apparently these programs should be reviewed by external panel every 5 years. We have none on record and this needs to be completed before SACS.
      4. We’ve had a visit from the chief strategist from Baton Rouge – met with Dr. Nelson and other VCs. Dr. Nelson explained our degree programs and assisted with strategist collecting information. Info will likely go towards developing a system-wide strategic plan. Dr. Nelson will then align our strategic plan with the system.
      5. Roman Garage is still open to students at all times. There was a complaint that students parking in the surface lots were not notified they needed to move their cars in advance of Saints game.
      6. Planning a letter to Senator Edwin Murray regarding street crossing and safety/crosswalks since the bridge over Tulane is delayed again.

1. **Old Business:** 
   1. **Faculty Assembly Awards:** 
      1. Call for nominations usually goes out in January- will plan for 2/11/22 this year. 5 volunteer faculty review them over about 7-10 days. Nominations typically come in in the last week before the deadline (allotted 3-4 weeks). Awards typically given in April/May.
      2. In past, 4 awards (Service to the Community, Service to the Institution, Mentor, Young Faculty)
         1. New award for Historically excluded Faculty and DEI Taskforce to be drafted and sent to FA to review
      3. Judges: 3 clinical faculty (new volunteers: Aaron Martin, Colleen LeBlanc, Jennifer Hart) and 2 basic science faculty (Judy Crabtree, Suresh Alahari)
2. **Call for New Business:** 
   1. COVID- How is everyone doing? Is everyone getting appropriate messaging?
      1. KN95 mask mandate for LSUHSC campus- availability on clinical sites varies due to supply chain
         1. Messaging from Dean and Chancellor regarding masks addresses faculty, staff, and employees but should also include wording directed to residents and fellows
         2. Difficult to staff the KN95 supply tables so exercise patience
      2. Confusion about when you can return to work after exposure or illness- call campus health clinic for guidance: # 504-412-1995, <https://911.lsuhsc.edu/coronavirus/>
      3. For residency applicants, all have been virtual for now.
3. **Adjourn at 1653:** Motion: 1639 K. Gakjewski