School of Medicine Faculty Assembly

Minutes

January 4, 2018

**Opening:** President J. Hunt called the regular meeting of the LSUHSC SOM faculty to order at 4:03 p.m. in Room 7 on the 6th floor of the Lions Building.

**Present**: J. Hunt; P. Prasad; M. Ali; J. Crabtree; T. DeSilva; T. Goodchild; K. Happel; J. Hart; L. Hetzler (phone); S. Holman (phone); M. Houser; S. Kamboj; B. Kelly; P. Kozlowski; J. Lentz; M. Levitzky; R. McGoey; G. Orangio; F. Polite (phone); D. Rivera; C. Roth; J. Sturtevant; J. Surcouf (phone); C. Taylor; P. Winsauer

**Absent:** K. Callahan; S. Delacroix; S. Guillory; D. Kapusta; O. Lee; C. Lilje; L. Oge; D. Sen;

**Proxy:** L. Campeau (J. Crabtree); J. Gardner (M. Levitzky); B. Spieler (S. Kamboj)

1. Approval of Minutes from the December meeting (motion: J. Crabtree, second: M. Levitzky)
2. Reports:
	1. Executive Committee
		1. Did not meet in December due to holidays
	2. SOM Administrative Council
		1. Did not meet in December due to holidays
	3. Faculty Senate (J. Crabtree and K. Happel)
		1. IRB – wanting to centralize IRB
		2. New signage for shuttle
		3. Electronic car charging
			1. Senate to work on getting electronic car charging stations
		4. Safety and Security
			1. Working on how to get all schools and parties on the same page
			2. Meeting with Vice Chancellor for Academic Affairs Moerschbaecher
				1. Discuss with Leslie Capos on how to message issues effectively
3. Old Business:
	1. Safety Issues
		1. Currently no updates
	2. Part time faculty involvement in Faculty Assembly and other committees’ discussion
		1. Should there be a designated part time faculty slot the Faculty Assembly?
		2. Or should bylaws be changed so part time faculty would have voting capabilities on Faculty Assembly?
		3. Do we eliminate the full-time effort requirement; currently greater than 80% FTE is considered full-time
		4. Discussion about whether there should be designated part time faculty spots vs. nomination process similar for full-time faculty
			1. Allow for self-nomination without establishing a threshold for the number of part time faculty delegates
			2. If self-nomination does not work in the initial phase, then may need to have a designated “spot” for part time faculty
		5. Draft of the bylaws to change the verbiage reflective of addition of part time faculty
			1. (P. Prasad) Will circulate amongst Executive Meeting and then to the general Faculty Assembly
		6. Survey to assess interest of part time faculty in joining committees and Faculty Assembly
			1. Associate Dean DiCarlo has compiled a list of all part time faculty
			2. Is it worthwhile to distribute a survey?
				1. Consensus from discussion of Faculty Assembly members is that not necessary to generate and distribute a survey
		7. Discussion with Department Chairs to assess needs of part time faculty (J. Hunt)
			1. Spoke with 7 of the Chairman regarding part time faculty
				1. Lots of reasons for part time faculty:

Can’t be full time because they work somewhere else i.e. VA as part of the university (typically 80% FTE)

Family reasons (80% FTE; can have extra day off)

Psychology portion of the psychiatry department are part time, have other jobs

Earl K Long – need people for short time for specific niche

To meet program requirements (i.e. sub-sub specialties)

Small faculty at Earl K Long due to financial issues and small patient load

* 1. Update on MEB Housekeeping issues
		1. J. Hunt met with Zimmerman regarding bathrooms and currently bathrooms are being cleaned up
		2. Multiple faculty brought up roaches in the lecture hall
1. Call for New Business:
	1. Faculty Assembly Awards – (J. Crabtree Chair)
		1. M. Houser, S. Kamboj, Ali, M. Levitzky and F. Polite volunteered to help with Faculty Assembly Awards
		2. Financially – not enough money in the accounts to pay for the plaques
			1. Executive Committee to ask Dean Nelson to aid with the award and plaques
	2. UMC Well Being Committee – (T. DeSilva) help with community service projects
		1. Clean up drive post Mardi Gras in the neighboring committee
	3. Concerns about not being able to enter MEB on 1st floor after hours – discussion led to reasons why:
		1. Traffic Control
		2. CSRB – needs manned security due to animals
		3. Lions Building – animal control issue for safety

1. Adjourn 4:43pm (motion: M. Levitzky; second: K. Happel)