**School of Medicine Faculty Assembly Meeting**

Minutes Meeting

October 5, 2017

**Present:** M. Ali, L. Campeau, T. De Silva, S. Delacroix, T. Goodchild, K. Happel, J. Hart, M. Houser, J. Hunt, S. Kamboj, B. Kelly, P. Kozlowski, J. Lentz, M. Levitzky, R. McGoey, F. Polite, C. Roth, C. Taylor, P. Winsauer

**Absent:** K. Callahan, J. Gardner, S. Guillory, L. Hetzler, D. Kapusta, O. Lee, C. Kilje, J. Mooney, L. Oge, G. Orangio, D. Rivera, D. Sen, J. Surcouf

**Proxy:** M. Ali (S. Holman), L. Campeau (J. Crabtree), S. Kamboj (B. Spieler), J. Lentz (P. Prasad),

Opening: President John Hunt called meeting to order at 4:05pm. Motion for Approval of the Minutes from the September meeting; M. Levitzky motioned. S. Kamboj seconded.

1. **Reports:**
   1. **Executive Committee (J. Hunt)**
      1. 3 topics –
         1. Upcoming LCME visit, Dr. Nelson feels institution is prepared. Mock site visit is Monday (10/9/2017). All submitted documents are posted on the Faculty & Institutional Affairs webpage of LSUHSC website. Schedule is set, but, review these documents if you think you might be called upon. Some Junior Faculty may not have been scheduled yet.
         2. MEB housekeeping – Dean Nelson is motivated to improve, and plans to speak with J. Ball. Please send pictures of areas that need improvement or fixing. Send pictures to J. Hunt and he will forward to the Dean.

3. Replacement for Dr. Kratz has been announced – Dr. Jawed Alam, new Executive Director, Office of Research Services.

* 1. **SOM Administrative Counsel**
     1. No report
  2. **Faculty Senate (S. Kamboj)**
     1. IT update from Ken Boe. S. Kamboj recommends inviting him to FA to update us. M. Levitzky reiterated that there is an institution-wide IT committee that is listening to faculty advice and complaints, and that you can forward requests through him.
  3. **Old Business**
     1. Shuttle usage and App, no report
     2. Charity – T. De Silva
        1. Life support training for families, 10 participants/session, will forward dates when scheduled, contact T. De Silva if interested in participating.
  4. **Call for New Business**
     1. S. Holman – crime reports coming from Chancellor, huge public safety issue especially for women, 2 concerns:
        1. How do we improve information coming from Chancellor’s office?
        2. What are we doing about this safety issue?
           1. Email recently stating will increase security
           2. UMC side of security (R. McGoey) – system is linked to police report, copy and paste to our email
           3. All colleges/universities are required to comply with Clery Act – transparency around campus crime policy and statistics.
           4. Faculty expressed that the communications are creating stress and offensive (blaming the victim), and are concerned that nobody on this end is vetting information.
           5. Invite Ed Murray (VC for Community & Multicultural Affairs) to talk about managing communications.

P. Winsauer – request a template for better communications?

* + - * 1. 3 action items for FA – 1) Safety, 2) accuracy and 3) tone/effectiveness of communications
        2. R. McGoey will attend the next safety meeting – October 16th, noon at UMC
    1. S. Kamboj – were raises given, and if so, were they merit or equity?
       1. Faculty expressed concern that they don’t know if they are getting a raise and whether it is equity or merit-based
       2. Invite Dean in December to review?
    2. Happiness article recently in NYT, brought up by T. De Silva, which touches many aspects of Academic life.
    3. Mindfulness training email went out today.

Closing: Motion to adjourn J. Hunt; seconded by J. Lentz. Meeting adjourned at 4:49pm