



**School of Medicine Faculty Assembly**  
**Meeting Minutes**  
**Thursday, February 6, 2025**  
**4:00pm-5:00pm**  
**Zoom Meeting**

In Attendance: A. Abreo (proxy for C. Leblanc), S. Alahari, A. Augustus-Wallace, A. Bennett, J. Berthelot, J. Calandria, J. Cameron, T. Castellano, M. Cook, M. Clement, J. D'Souza, J. Gardner, J. Hart, S. Holman, S. Kamboj (proxy for N. Loganantharaj), R. Kline, M. Korah-Sedgwick, L. Marrero, B. McGee, L. Pelaez, P. Prasad, S. Primeaux, J. Schoen, R. Siggins, L. Simon-Peter, A. Smith, L. Tanner-Sanders, C. Taylor, V. Vaitaitis, E. Wisner (proxy for E. McDonough), R. Zambrano

Absent: G. Athas, M. Harrington, M. Reinoso, T. Reske

**Welcome and call to order at 4:00pm by President Gardner**

**Guest: Dr. Stephanie Taylor, Associate Dean of Faculty and Institutional Affairs – Promotion & Tenure Changes:** Revised P&T guidelines are underway. Dr. Jay Mussell, Dr. Cynthia Brown, Dr. Michele Moore and Dr. DiCarlo have been working on updating the guidelines and they will be presented to the Administrative Council. General Overview: Hard to fit everyone in categories and have the same set of guidelines. (Systems office created Instruction Track; PM-23). Propose pathways under tracks: tenure, clinical-academic, educator, clinical practice; research, basic science educator, educational practice. Formerly, there were three categories under review: Clinical service, research, service to university or community service. Propose to update to “big wheel” in front, what hired to do, or transitioned to, and then small wheels of service and scholarly activity.

**For Example:** Academic clinician -50-70% in clinical work, but make effort to scholarship and teaching. Clinical educator pathway 50% of effort in education roles, Clinical practice pathway-80% of time in clinical practice, but proficiency in other categories.

Research Faculty pathway-traditional basic science 50-80% research, either teaching or service, Basic Science Educator- 50% teaching and education, Education Practice Pathway more than 80% of time in teaching and contributions in other, with limited research and service. Updated the pathway from Assistant to Associate and Associate to Full, with “excellence” or “proficiency” in each category.

**In Response to Questions from FA:** Allows for movement between tracks. Promotion packet will be updated so P&T committee will know how to review that person based on their pathway. Timing for advancement will not be significantly changed (7-9 years to go to Professor; 5-6 to Associate, you have to stay in rank for 3 years before can go up for promotion) The implementation of the new P&T guidelines will go into effect this cycle. Metrics to define excellence and proficiency are being worked on. Dr. Taylor will check with Dr. DiCarlo to see if the FA will have a chance to preview the new criteria.

**Guest – Dr. Robin English, Associate Dean of Undergraduate Education – Policies update LCME preparation:** Preparations are ongoing and they are working on finalizing team reports. Preparing for Mock Visit (April 28-30).

**Policy Updates:**

1. **Policy on Authoring of the Medical Student Performance Evaluation:** MSPE is written by members of Student Affairs & Records usually Dr. Taniya DeSilva. 100% approval via poll.
2. **Policy on Non-Involvement of Providers in Student Assessment:** Health professionals that provide health services cannot be involved in academic evaluation of students in any course or clerkship. 100% approval via poll
3. **Statement on Health Equity & Diversity:** Institutional policy statement updated. Affirmation of cultural focus, expand to people with disabilities. Poll sent out via Microsoft Forms. 24/25 approve (96% approve).

**Approval of the January meeting minutes.** Motion to approve by Dr. Kamboj, Second by Dr. Cameron, none opposed. (Meeting minutes are posted on SOM Faculty Assembly Webpage. [https://www.medschool.lsuhschool.edu/faculty\\_assembly/FA%20Minutes%201-9-25\\_final.pdf](https://www.medschool.lsuhschool.edu/faculty_assembly/FA%20Minutes%201-9-25_final.pdf))

### Reports:

1. **Executive Committee (Gardner)** met with Dr. DiCarlo 2/5/2025- Discussed the NIH funding situation. The SOM is taking a wait and see for now, though some concerns that may lose some funded programs associated with DEI. If so, will seek alternative funding for trainees adversely affected. MEB construction on schedule, walkway CSRB to CALS will be delayed until summer. Student parking-everything out of parking lots by 2/22 (update- parking lots are open and functional). ORS/IRB, working with consulting group for restructuring. Leadership and Clinical Chair searches in Surgery (2 interviewing) & Radiology moving forward; Dr. Peacock announced her retirement. Will need to replace Genetics Chair and Senior Assoc. Dean of Research.
2. **Administrative Council (Augustus-Wallace)** Dr. Taylor discussed updates for Promotion and Tenure and Dr. English discussed updates to LCME and Polices. Marykay Thevis - Executive Director Communications and Marketing is working on internal and external communication and branding. Development of new social media policy, strengthening HSC on social media. "LSU Health" is acceptable with talks, but use "LSUHSC-NO" among peers. Working on Social Media tool, internal-events calendar and newsletter. For external communications-working with BR on creating a social media identity, plans to develop our brand. Ms. Thevis is available to send out information. Dr. Taylor reported that there are 2 candidates for Surgery, 4 interviewed by Radiology. There is a revised form for faculty evaluations. Dr. DeSilva presented career planning for medical students, including career advising and allowing students to have career planning and application support. Dr. DiCarlo presented statement on health equity (policy) which hasn't been revised since 2016. Strategic plan visible on website, still working on development of dashboards to move forward to monitor and collect metrics. Dr. Tsien, letting everyone know there is a website for signing up to be a mentor.
3. **Faculty Senate (Cameron):** Senate met 1/14/2025. Voting on proposed changes to faculty handbook, which the Senate has been tasked to do annually. Proposed changes sent to VCAA, she has approved and will go to the Council of Deans (accept or change). Major changes: How we identify certain contracts ex. PM-11s and R01s; Use of "gratis"; addressed types of leave and leave bank; sexual harassment and work-place violence. Additionally, handbook misaligned with PM-23. FA Delegates asked Dr. Cameron to discuss ORS/IRB issues to the Senate for discussion.

### Old Business

- a. Updated Bylaws regarding FA representation on SOM committees
- b. Guest speakers (March – Sharon Duffy; Library Resources and Services for

- Researchers)
- c. FA Awards (need to send email for nominations, Dr. Simon in charge this year). FA Award Committee: Tara Castellano, Allyson Bennett; Suresh Alahari, Bobby Siggins; Micheal Cook
  - d. FA elections reminder (last year's email sent on 4/29 with nomination due 5/15).

**Call for New Business**

- a. FA Awards (Change of name and description/indicators for the Outstanding Service in Diversity, Equity, Inclusion, and Anti-Discrimination Efforts Award). Updated to reflect the SOM mission; Dr. Simon led discussion. Voted on title 22/25 approve (88%); description/indicators 19/24 approve (79%).

**Adjourn**—Motion by Dr. Sanjay Kamboj, 5:14pm.