



**School of Medicine Faculty Assembly
Meeting Minutes
Thursday, August 1, 2024
4:00pm-5:00pm
Hybrid Meeting (Lions 544 / Zoom)**

In Attendance:

In person: J. Gardner, J. Cameron, S. Alarahi, A. Bennett, S. Primeaux, G. Athas, R. Siggins, S. Kamboj, H. Scott, A. Augustus-Wallace, B. McGee (proxy for M. Clement), M. Cook, J. Schoen

Virtual: V. Vaitaitis, R. Zambrano, C. Taylor, P. Prasad, B. McDonough, L. Simon, T. Castellano, E. Wisner, J. Hart, M. Reinoso, A. Abreo, J. Berthelot, C. LeBlanc, L. Stuke, M. Korah-Sedgwick, A. Smith, L. Tanner-Sanders, A. Martin, T. Reske, L. Pelaez

Absent:

L. Marrero, J. Calandria, M. Harrington, N. Loganantharaj, J. D'Souza, S. Holman

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

Special Guests: Dr. Richard DiCarlo, Dean School of Medicine, Dr. Robin English, Associate Dean for Undergraduate Medical Education

• Discussion with Dr. DiCarlo:

- Construction: MEB renovations going well, all floors have been gutted, wall studs in place, beginning to install wiring, air handling, plumbing, etc. Process is expected to take approximately one year, then walls will be closed and furniture, cabinetry will be moved in. Construction of walkway to CALS building is expected to resume in January 2025 and will take approximately one year to complete
- Important Projects:
 - LCME Accreditation-Dr. Robin English is lead, site visit scheduled for 2025. https://www.medschool.lsuhschool.edu/lcme_accreditation/
 - SOM Strategic Planning- https://www.medschool.lsuhschool.edu/strategic_planning/default.aspx Process began in 2019, most recently was on hold until the LSUHSC-NO Strategic plan was developed <https://www.lsuhschool.edu/strategicplan/>. Currently, evaluating SOM strengths and setting measurable goals.
 - Faculty want to SOM to be known as an innovative institution that makes advances in research, in addition to providing outstanding education and producing great doctors. Wants to grow the research enterprise. Does not

believe that the current organization of the Basic Science Departments lends itself to a productive and effective research operation. Currently, a lot of research is interdisciplinary and disease focused. Wants our future “departments” to focus on ongoing strengths in research and is looking to redefine what the research enterprise will look like at SOM.

- With respect to the clinical enterprise, it is currently a “hodgepodge” of contracts that were negotiated at different times, with different expectations, requirements, salary determinations. Will work to gain clarity about how funds are provided and how funds flow and provide Clinical Departments with financial information about clinical contracts.
 - Delegates wanted to discuss access for patients in contacting and scheduling appointments. Website needs updated content, including phone numbers. Discussed problems with centralized scheduling at UMC and it was stated the UMC is aware and is working on a resolution.
 - Delegates wanted to discuss ongoing issues at CALS building with respect to roof repairs, students in office suites, air conditioning, room reservations and stolen AV equipment. Dr. DiCarlo is aware, repairs are ongoing and LSUHSC-NO will be onboarding a new reservation system which allow the tracking of all conference and classroom usage.
- **Discussion with Dr. English:**
 - Two policies were presented, discussed and sent to FA Delegates for approval. 1) Policy on Committees 2) Policy on Policy Development, Revision and Approval. Once approved by FA, Dr. English will present to Administrative Council (see attached documents).
 - Policy on Committees-updated format to standard format, updated what the Dean can override, summary description added. Was sent to FA for a vote on 8/2/2024, 32 delegates responded that Yes, they did approve draft of policy.
 - Policy on Policy Development, Revision and Approval-updated process on developing new policies and the process for approval. Was sent to FA for a vote on 8/2/2024, 32 delegates responded that Yes, they did approve draft of policy.

Approval of June 2024 meeting minutes: Motion by Dr. Kamboj, Second by Dr. McGee, none opposed.

Nominations 2024-2025:

- President-Elect: Dr. Maria Reinoso
- Secretary: Dr. Stefany Primeaux
- Faculty Senate Representative: Dr. Suresh Alahari

Reports:

- Executive Committee (Dr. Gardner): Discussion of NCI designation, brief update on hiring. Recruitment into Basic Science Departments is going well. New Interim Chair for

Department of Surgery. Cardiology is wanting to increase the number of faculty.

- Administration Council (Dr. Augustus-Wallace): Did not meet in July. Last meeting, discussed revised educational objectives. Curriculum policies were approved. Revised clinical faculty promotion guidelines were presented by Dr. Cathy Lazarus. Dr. Lee Engel provided the GME report. Dr. Wayne Backes discussed Hanover and Introduction to Grantseeker Support, 2 scheduled meetings to discuss developing research grants (see attached document). Dr. Fern Tsien provided information about the summer research programs. Dr. DiCarlo discussed an overview of academic rank appointments. Dr. Robin English discussed medial student education and policy on clinical supervision.
- 1) Faculty Senate (Dr. Jenn Cameron): Did not meet in July. EndNote is officially supported by LSUHSC, can download through library <https://solutions.lsuhscc.edu/TDCClient/32/Portal/KB/ArticleDet?ID=166>. Refworks is still being supported by library.
- 2024 Faculty Handbook was posted.
<https://www.lsuhscc.edu/administration/academic/docs/2024%20Faculty%20Handbook%20final%208.5.24.pdf>

Old Business:

- Human Resources is still working on developing a policy for crisis leave.

New Business:

- There is a partnership between Faculty Senate and SOM Multicultural & Diversity Committee to improve Voter Awareness and Voter Education.

Adjourn – Motion by Dr. Sanjay Kamboj, 5:10PM