

# Medical Center Caucus of the University Faculty Senate

## Minutes of the 17 October 2003 Meeting

**Senators:** Adi Haramati (presiding), Mark Danielsen, Rhonda Friedman, Priscilla Furth, Gabriel Hauser, Robert Glazer, Jeanne Larsen, Marko Moscovitch, Kathryn Sandberg, Aziza Shad, Kate Taylor, Joseph Verbalis, Robert Clarke, Karen Gale, Anne Richmond, Leslie Walker

Absent: Anne O'Donnell, Luis Sanz, Shyrl Sistrunk

Meeting was called to order at 12:05pm

1. Adi introduced the meeting agenda.
2. The Medical Center Caucus appointed Karen Gale as the Senate Representative to the Strategic Planning Task Force. The Strategic Planning Task Force will meet over the next several months to develop a Strategic Plan for the Medical Center for the next ten years.
3. Joseph Kender the interim director of the Medical Center Development Office updated the Caucus on office activities. He stated that he was moving forward with all activities while the office seeks a permanent director. He has been directing the office for 5 weeks. He notes that at the present time approximately 95% of development money is supplied by only 5% of the contributors. Major gift donations are a primary activity. Major gift donations are defined as a minimum of \$100,000 or \$20,000 per year over 5 years. Mr. Kender explained the process entailed in acquiring a major gift donation. He stated that faculty and institutional "excellence" and donor "interest" and "passion" are major factors in the acquisition of major gifts. FY04 goals for his office include participation in the strategic planning process and strengthening the partnership between development staff and academic and clinical leadership.
4. The varying quality of the various types of University web sites operated at Georgetown was briefly discussed. At the present time information available on the web is not complete and up to date for all faculty members. Statements were made by Caucus members that emphasized both the importance of individual faculty members supplying accurate information and the benefits of having a designated "web master" who can routinely update web-based information. It was noted that the Georgetown web site (<https://lumen.georgetown.edu/explore/administration/faculty/index.cfm?Action=Help>) provides all faculty members access to a site where they can update their own information for contact, research and expertise information including a list of recent publications.

5. Adi made a brief presentation of the current situation regarding the problems with the 2003 physician catalog prepared by Medstar and Georgetown (that did not correctly reference some faculty performing clinical work). Adi noted that there were approximately 18 faculty members, some very prominent clinicians, affected. He stated that all of the individuals involved in preparing the catalog are aware of the problem although at the present time the solution for this problem has not yet been stated.

6. James Reuter presented a discussion of issues regarding research space. A document entitled "Space Allocation in the GU School of Medicine" was presented. James Reuter noted that there is very little vacant space available on the medical campus and that if new recruitments are to move forward, there will need to be re-allocation of current space. He stated that off-campus space could be a solution but noted that first groups that could function well off campus as units would need to be identified and that this would require time and planning. He stated that approximately 30,000 square feet would be available to the medical school campus in the as-yet-to-be-built-but-planned new science building.

The new document regarding space allocation states that the previous Space Committee will be dissolved and a new committee composed of all the basic science chairs, chairs of 4 clinical departments, LCCC director, 2 faculty members, the dean of the school of medicine and 3 faculty in the top 10% of NIH-funded research be made. The need to maintain the Academic Space Committee whose primary responsibilities include oversight of the didactic facilities, lecture halls and small teaching rooms was discussed. It was stated that the committee does need to coordinate with the Space Committee in defining what is designated as research space and what is designated as teaching space.

7. The Caucus noted that in their opinion the work of the previous Space Committee was effective and expressed concern that increasing the size of the committee by the inclusion of all basic science chairs and four clinical chairs might have a negative impact on the efficiency of the committee's work and could result in "politicization" of the committee. The caucus drafted a recommendation for the EVP suggesting that the additional chairs that are to be added be considered *ex officio* members.