

March 2011
Approved

Minutes of the Medical Center Caucus- 03/05/13

Dr. William Rebeck brought the meeting to order at 12:05 p.m.

Members present: William Rebeck (presiding), Mark Danielsen, Mary Ann Dutton, Carolyn Ecelbarger, Rebecca Evangelista, Karen Gale, Alexei Kondratyev, George Luta, Ludise Malkova, Maria Luisa Marquez, Eileen Moore, Prosper N'Gouemo, Vanessa Sheppard, and Miriam Toporowicz.

Members absent: Parag Bhanot, Christine Colie, Ladan Eshkevari, Michael Pishvaian, Andrea Singer, Ken Tercyak, and Scott Turner.

Guests: Miriam Markowitz, Amanda Liddle, Rhonda Friedman, Barry Wolfe, Elliott Crooke

Agenda:

1. Minutes – Minutes of the February meeting were approved.
2. Update on GUMC Operations – Miriam Markowitz (Chief Operating Officer) gave an update on operations at GUMC. GUMC was ready for an imminent snowstorm. Thursday March 7 at 4:30, there will be a town hall for discussion of changes to the current financial plan (there were several complaints about the lack of notice for this meeting). There is a new university chief counsel, Lisa Brown. The policy on the supervision of minors is moving forward, and it on the GU website: <http://protectionofminors.georgetown.edu/>. Miriam will provide more information on this policy for the caucus to disseminate.
3. Biomedical Graduate Education – Barry Wolfe, the senate representative to the BGE council, came to discuss activities of the council. The council is made up of department chairs plus the senate representative, and they meet about twice per month. They determine the budgets and the number of admissions slots for each program. New program ideas are discussed as a preliminary step in the process to develop them into viable programs. The council also instigated a new effort to define how teaching effort is assessed at GUMC, and there has been a lot of positive feedback about this process. There was discussion about how the council would change when there were changes to Georgetown's graduate school and whether the council would change in composition to include others. It was decided that the chair of the caucus would ask for a clearer definition of the duties of the council.
4. Constitution of Nursing and Health Studies – Amanda Liddle of NHS came to present the changes to the constitution of NHS. It was agreed that since the senate had already approved of the changes she was presenting, the medical center caucus had already approved of them.
5. Association of American Medical Colleges – Last month, we began a conversation of appointment of representatives to the new AAMC Council of

- c. **Administrative changes.** Bob has made some changes to the administrative structure of the provost's office. He invited members of GUMC to provide advice about a faculty member who would serve as the new vice provost for science.
- d. **Teaching of undergraduates.** Bob would like to see more undergraduate teaching and research in GUMC. The caucus will provide him with some information about the current work with undergraduates by GUMC faculty.
- e. Bob asked to be invited back to the caucus for another meeting this year.
3. Association of American Medical Colleges Council of Faculty and Academic Societies – Adi Haramati presented by-law changes at AAMC that established a new mechanism for faculty members to affect policy. A new council has been established that will invite schools to each send two faculty members, one with less than 10 years of service and one more senior. Importantly, these faculty need to be selected by the faculty themselves, and would be responsible for reporting back to the general faculty. There are two yearly meetings that these faculty members would attend: the regular AAMC meeting and one only for members of faculty and academic societies. The caucus was asked to develop a mechanism for selecting these faculty members and coming up with nominees soon.
4. Chairs of Biochemistry and Neuroscience – It was suggested that interim appointments need to be made to these departments because they are currently chaired by faculty members who are now senior associate deans. These positions make the chairs overextended and could put them in positions of having conflicts of interest. The chair will bring up the issue again with the GUMC EVP.
5. Salary equity – A committee was developed to examine cases of salary inequity in GUMC, and the caucus appointed George Luta to it. He will provide an update at the next caucus meeting.
6. Biomedical Graduate Education websites – There was concern that changes to the websites would negatively impact GUMC programs and recruitment. There was particular concern that changes were being instituted without faculty input.
7. **Updates** – Marko Moscovitch, a valued member of the GUMC faculty community, passed away recently. There was discussion of a memorial service. Members of the caucus were encouraged to attend upcoming GU and GUMC town halls to discuss issues of importance for the faculty. Bill Rebeck, the current chair of the caucus, will not be serving in that role next year due to a sabbatical. He requested the individuals interested in serving as chair next year should contact him.
7. Meeting adjourned at 1:45

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Faculty and Academic Societies. After an e-mail discussion of ideas over this past month, the caucus approved the following guidelines for selection of these representatives:

In the interests of true faculty participation and to remain true to the spirit of the genesis of the new AAMC faculty council, the Medical Center Caucus of the Faculty Senate recommends that the following should become part of the faculty governance structure of the Medical Center.

1. The senior delegate to the AAMC faculty council should be either the Chair of the Medical Center Caucus of the Faculty Senate or another senator as voted upon by the caucus. If a representative from the caucus cannot be recruited, the caucus will choose a representative to the AAMC from within the faculty as a whole but excluding those that are considered part of the administration of the Medical Center (generally Deans and Chairs).

2. The junior faculty representative will be selected by the same election processes, rules of eligibility, and length of service that currently govern the election of senators to the Medical Center Caucus of the Faculty Senate. Ideally, the election of senators and the junior representative to the AAMC will occur at the same time.

3. The costs of attending the AAMC meeting should be borne by the Medical Center

Using these guidelines, the caucus selected Mark Danielsen as the senior delegate. There was a decision to send out a request to the GUMC faculty for volunteers or nominees for the junior delegate.

6. Salary Inequities Working Group – George Luta reported on the committee developed to examine cases of salary inequity in GUMC. This process involves a non-quantitative analysis of anonymized salary data to define whether it appears some faculty members are underpaid, and then a more quantitative statistical analysis. There is planned to be a process for early salary adjustments for underpaid individuals, but then the development of a more systemic process that may take a little longer. This is not a process to compare GUMC salaries to peer institutions.
7. New business – A list of committees that need senate nominations for members should be circulated among the caucus soon.
The process for the election of new senators should begin soon.
The chairs of Biochemistry and Neuroscience are each members of GUMC senior leadership, creating conflicts of interest that may be problematic.

The chair of the caucus will raise this issue with the EVP in order to explore the idea of interim department chairs until new hires are made.

The Executive Committee of GUMC has not met in a very long time, and this issue should be discussed with the EVP. The Executive Committee is supposed to provide advice to the EVP.

There was a request to invite to the caucus Dr. Lisa Boyle (Georgetown University Hospital Vice President of Medical Affairs and Chief Medical Officer).

There was a request for an update on the status of the VP for Clinical Academic Affairs.

There was a discussion about whether the needs and concerns of the medical center were being ignored by the larger university. Some of the concern was sparked by a couple university-wide calls for grant proposals or committee members that did not include GUMC and the lack of clinicians involved in Global Health initiatives.

7. Meeting adjourned at 1:45