

# MUSOP Faculty Meeting

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| <b>Subject</b>           | <b>MUSOP Faculty Meeting</b>                                                                                                                                                                                                                                                            |
| <b>Date and Location</b> | Thursday, March 14, 2013; 1:30 – 3:00 L06                                                                                                                                                                                                                                               |
| <b>Attendees</b>         | Barker, Karen; Anderson, Glenn; Stanton, Robert; Perry, Scott; Wolcott, Janet; Winston, Nicole; Frazier, Lisa; Sizemore, Aaron; Williams, Justin; Broedel-Zaugg, Kim; Gillette, Chris; Koc, Hasan; Anderson, Stephanie; Schloss, John; Yingling, Kevin; Kennedy, Jennifer; Moran, Terri |
| <b>Absent</b>            | Krstenansky, John; Bough, Eric                                                                                                                                                                                                                                                          |

## Minutes

### 1. Approval of Minutes

- a. Minutes of 1/3 and 2/14 meetings approved as submitted

### 2. Reports from Chairs

- a. DPSR – Dr. Schloss
  1. They have completed 3 interviews and will complete 2 more by the end of March.
  2. All departmental faculty have at least one grant.
- b. DPPAR – Dr. Broedel-Zaugg
  1. Recruiting is going well. On-campus interviews conclude next week. The VA position is filled and Prestera interviews are completed.
  2. The first interview for the admin support position is after this meeting.

### 3. Reports from Committees

- a. Curriculum Committee – Dr. Stanton
  1. The Grad Council applications were approved.
  2. Post Course evaluations have been received and are being reviewed.
  3. The committee will try to meet the first Thursday in April.
- b. Assessment Sub-committee – Dr. G. Anderson
  1. Students have completed and passed the immunization OSCE.
  2. The Interview OSCE has been removed from this year's calendar due to student concerns. It will be embedded in P1 next year and P2 students will take it then.
  3. The last two OSCEs (Errors and Omissions, and PCalc) will be held on Assessment Day (April 3, 2013).
  4. Dr. Anderson provided a preliminary review of the PCOA results, cautioning that a thorough analysis cannot be presented until our curriculum is laid over the results.
- c. Student Affairs Committee – Dr. S. Anderson
  1. So far 38 students have accepted and paid their deposits, 12 are on hold.
  2. There was a discussion of this year's candidate pool and the need for additional interview dates. Consensus was for an additional interview date to be scheduled for Saturday, April 6, 2013.
  3. There was a discussion of the Grade Watch form and program. Dr. Anderson reviewed the progressions and second chance policies.
  4. Ms. Kennedy requested that faculty notify her of when advisee meetings are scheduled if they were previously deferred.

- d. Faculty Affairs Committee – Dr. Wolcott
  - 1. Dr. Wolcott provided a summary of plans for the Faculty Retreat, scheduled for May 13 – 15 at Heritage Farm and Museum. The theme will be “Assess This”. The retreat will wrap up with a cookout at Dr. Broedel-Zaugg’s house Wednesday evening.
  - 2. All faculty are required to attend the retreat.
- e. Faculty Senate Report – Dr. S. Anderson
  - 1. The senate is working on P & T guidelines, primarily the issue of no promotion for clinical track faculty across most disciplines (SOM and SOP are exempted). This is causing a problem with faculty retention in programs that rely on clinical faculty.
  - 2. The senate approved the tobacco-free campus initiative for the main campus. This will go before the Board of Governors for final approval.

#### **4. New Business**

- a. Faculty deployment will be planned for P2 courses. If there are courses you want to teach, please let your chairs know asap.
- b. ACPE Preparation
  - 1. Discussion of the status of document preparation and changes to this year’s form.
  - 2. Final deadline for submission is March 26<sup>th</sup>.
  - 3. The final version will be sent to the faculty before the site visit. Please focus on areas relating to your committee responsibilities.
  - 4. Committees should have a preparatory meeting prior to the site visit.
- c. Faculty Look back – Deferred
- d. Student Town Hall Review
  - 1. Course schedule was revised to allow students to leave an hour earlier.
  - 2. Students stated they are overwhelmed by the amount of pre-work.
  - 3. Faculty should be careful to present a positive demeanor in the classroom, as students pick up on perceived negativity.

#### **5. A motion was made to adjourn the meeting. Motion passed.**

**Submitted on Thursday, April 4, 2013 by Karen Barker**