

Dean's Faculty Advisory Committee  
University of Tennessee, College of Medicine

February 6, 2017

### **Call to Order**

The meeting was called to order by the president, Dr. Denis DiAngelo, at 12:07 PM on February 6, 2017, in the Coleman building, Room A101.

### **Attendance**

The following members were present:

Julio F. Cordero-Morales, PhD, Martin A. Croce, MD, Terry Cooper, PhD, Denis DiAngelo, PhD, Ian Gray, MD, Rebecca Anne Krukowski, PhD, Haavi Morreim, JD, PhD, Linda Myers, MD, Lawrence Pfeffer, PhD, Fruz Pourmotabbed, PhD, Reese Scroggs, PhD, Burt Sharp, MD, Laura Sprabery, MD, Ryan Sullivan, DVM

The following guest(s) was (were) present:

Susan Senogles, PhD

### **Approval of minutes**

The minutes of the previous meeting were approved as written. Minutes had previously been distributed by electronic means.

### **Business**

The DFAC continued its review of changes to the Teaching Metric. The initial set of changes was proposed by DFAC in March of 2016, and was subsequently reviewed by administration. During DFAC's January meeting, Susan Senogles indicated that Dean Stern sought input from several chairs in addition to Polly Hofmann and Susan Senogle. He then made a number of suggestions that reflect these suggestions and his own thinking. The proposed modifications to the DFAC version were then also sent to Vice-Chancellor Gonzales. As Dr. Senogles noted, anything agreed on by all is automatically approved (6 of 12 comments), whereas several other items were deemed to need further modifications, some of them minor. The first 10 of the dean's suggestions were considered in January, and the remaining five were considered during this February 6 meeting. In the summary below, "okay by all" indicates that the Dean and V-C agreed to a proposed DFAC change.

Item #11: The Dean suggests that #4f is redundant on 4a – 4e, hence can be deleted. For clarity and completeness, DFAC proposes modifying 4a to say: "Research Committee Member" instead of "Research Mentor for Medical or Graduate Student". With that change, 4f ("Graduate or Other Students OUtside your Department") can then disappear - - as proposed by the Dean.

Item #12: Dean agrees with DFAC, hence "okay by all" to add "Professional Career Development & Counseling"

NOTE: this item is currently listed as 4g on the DFAC's working copy of the metric; once 4f is deleted, as discussed just above, this item now becomes 4f, just as described in Dean's note # 12

Item #13: DFAC agrees with the dean's proposed change; 7b now will read as:  
b. Participation in formal program of peer coaching (mentee or coach; actual hrs)

Item #14: This item concerns the Denominator that should be used, once the faculty member's hours are tallied. The DFAC's proposal contains a typo, which should be corrected. The number DFAC meant to state was 1784 rather than 1972. This number is derived as follows:

40 hrs/wk x 52 weeks = 2080 hours per year  
minus annual leave (16 hrs/mo x 12 mo = 192 hrs  
minus administrative holidays (13 days x 8 hrs) = 104  
(for administrative holidays see <http://hr.tennessee.edu/benefits/holiday-schedule/>)

2080 minus 192 = 1888; minus 104 = 1784 hrs of work per year

The dean has proposed to stay with the "campus standard number," which was thought to be 1800. The DFAC proposes 1784 as being very close to 1800, but a more precise number that captures exactly the institution's official policies for annual and administrative leave. DFAC also suggested that the usual denominator be directly adjusted for such situations as UTHSC-approved sick leave, and other forms of UTHSC-authorized leave, including jury duty, bereavement leave, military reserve leave and the like.

Dean Stern suggests that these other forms of leave not be expressly incorporated to adjust an individual faculty member's denominator, preferring instead to leave this issue as an informal determination regarding individual situations. The Education Metric is "but ONE tool used to ESTIMATE effort," as he noted. DFAC discussion noted that, where someone has taken UT-approved leave of whichever form, then to fail to incorporate those days of leave into the final computation of one's percentage of effort for teaching may perhaps undermine UT's own policies.

This question will be discussed further at a future DFAC meeting, by inviting appropriate member(s) of the Human Resources department. (A second, separate issue will also be discussed at that time, namely, whether/why UT faculty must take FMLA leave, which is unpaid, at the same time they are using paid sick leave.)

Item #15: Dean's proposal: the term "contemporaneously documented" may not be common language, hence simply "document" should be deemed acceptable language.

Per DFAC discussion, it is arguably better to expect that faculty document their efforts at roughly the same time those activities have actually been undertaken. DFAC's proposal is thus a compromise: change "contemporaneously documented" to "documented at the time the activity occurs"

**Next Meeting**

The next meeting of the committee will be held on March 6, 2017, at 12:00 Noon in the Coleman building, Room A101.

**Adjournment**

There being no further business, the meeting was adjourned at 12:50 PM.

Respectfully submitted,

E. Haavi Morreim, JD, PhD  
Secretary