

**Minutes of a
Medical Faculty Executive Committee Meeting
October 18, 2004**

Present: J. Albina, R. Besdine, B. Bock, A. Brem, B. Greenberg, E. Harrington, C. Jackson, B. King, Kelly McGarry, J. Murphy, J. Padbury (Chair), W. Rakowski, S. Rounds, R. Smith, S. Suner, W. Wu

The Chair opened the meeting at 8:05 a.m. Minutes of the 9/13/04 MFEC meeting were approved as submitted.

Dr. Brem reported that the FEC discussed several issues in the past month including inaccuracies in faculty data on the Web, the Intellectual Property Policy, health benefits for retirees, and clinical faculty appointments. Dean Rounds encourages medical faculty to send their CV's to Dorothy Hitt who will be happy to create Brown web pages for them with up-to-date information. The FEC feels there are too many disciplines of work to be under one title of clinical faculty. The Corporation realizes that another title is needed and will be working on what it should be.

William Rakowski, Professor of Medical Science in the Department of Community Health, was then invited by the Chair to introduce himself. Professor Rakowski is the new FEC representative who will be attending MFEC meetings for the remainder of this academic year.

Dr. Padbury mentioned that the Biomedical Faculty Council discussed post-doctoral fellows among several other items at their recent meeting. The President's Executive Council talked about how to best utilize the recent scholarship donation to student financial aid. The Council also received a report from the Harassment Task Force and campus security was discussed. Dr. Padbury spoke with David Greene, VP for Campus Life and Student Services, after the meeting about including medical student mistreatment in the study. The new harassment policy should include medical students.

The MFEC will be visiting departments in the Medical School to educate faculty about medical school and campus issues and to let them know the MFEC exists. Dr. Padbury distributed a draft slide presentation for their review. The handout highlighted specific topics to be presented including information about hospital affiliations and the promotion process. Dr. Padbury encouraged Committee members to give their presentations with enthusiasm and to include information about education and research. The MFEC must be careful not to over speak its authority. Committee members visiting the departments should be well-informed of CMFA issues, promotion guidelines, etc. It was suggested the slides be accessible as power point on the Web. Deans Besdine and Rounds have given similar presentations with general information about the Medical School and offered to loan their slides to the MFEC so they can use excerpts from them.

Lengthy discussion ensued with regard to the appropriate terminology that should be used in the presentation and about faculty development workshops. Dr. Padbury invited MFEC members to send him additional feedback on the slide presentation after which he will send an edited version electronically to the Committee.

Dean Rounds briefly reported on a revision made to the preamble in the CORE document regarding full-time faculty appointments, Standards and Criteria for Faculty Appointment. It was

simply reworded so it reads clearer and more precise. The MFEC made a motion that was seconded and approved noting they discussed and affirmed the document.

The teaching scholar dossier was revisited, which was presented to the clinical chairs for revisions. Dean Rounds would greatly appreciate the MFEC carefully reviewing the latest draft that she distributed for feedback.

There is currently no policy in place in the University on how to handle situations of misconduct among faculty in the Medical School. If a practitioner loses his/her license to practice or is convicted of a felony, there is nothing in writing to guide one to a decision as to whether or not they should remain on the faculty at Brown. Does the Medical School have the right to remove faculty who have been disciplined for this?

Dean Rounds presented a draft policy from the Faculty Status Task Force for the MFEC to review which was prepared with two things in mind—to be able to provide the faculty member with the opportunity to appeal a decision, and to protect the students. The section regarding burden of proof was taken under consideration by the Task Force which they struggled with. It was decided that section would be left vague for the time being pending additional input from the MFEC and other groups.

The Policy basically states that there should be an initial screening phase to determine whether or not the allegations are trivial or serious; the final decision resting with the Dean of Medicine. The Dean would then appoint an ad hoc committee to do the review. Discussion ensued regarding timeliness in handling the issues and the appeal process. It was noted that such issues are very sensitive and the procedure by which they are handled must be fair. Dean Rounds asked that the MFEC carefully review the draft policy for feedback later.

Dr. Padbury suggested the teaching evaluation process be looked at next after the teaching school dossier issue is resolved. He also mentioned that Kaelyn McGregor thanked the MFEC for input on the draft of the Intellectual Property Policy and will submit a new one soon.

Dr. Padbury closed the meeting by stating it was good for the MFEC to have the opportunity to interact with the Board of Fellows and the Dean candidate, a very positive reflection of the role and importance of the MFEC.

The meeting was adjourned at 9:30 a.m.

Respectfully submitted,

Cheryl A. Moreau
Secretary