

**Minutes of a
Medical Faculty Executive Committee Meeting
November 8, 2004**

Present: J. Albina, R. Besdine, B. Bock, A. Brem, J. Diaz, B. Greenberg, E. Harrington, C. Jackson, Kelly McGarry, M. Phipps, W. Rakowski, J. Rich, S. Rounds, R. Smith

Dr. Brem opened the meeting on Dr. Padbury's behalf at 8:07 a.m. Minutes of the 10/11/04 MFEC meeting were approved as submitted.

Dr. Brem mentioned that the slide presentation discussed in October is "a work in progress". Dean Besdine sent slides that he and Dean Rounds used for their own presentations to Dr. Padbury. Excerpts will be incorporated into the MFEC's slide presentation, and Dean Besdine would like to see it before going forward.

Dr. Brem reported there were no major concerns from the FEC in the past month directly related to the Medical School.

Dean Rounds presented the revised draft of the Faculty Status Task Force recommendations to the MFEC for further feedback. The current draft was reviewed by Beverly Ledbetter, General Counsel for the University, who revised the draft to read in better sequence without changing its content.

Discussion ensued with regard to the scope of sanctions and procedures for addressing allegations of misconduct which must be in writing. Dean Rounds explained the bi-level process noting that strict confidentiality "goes without saying". At the end of the process, the Dean of Medicine decides if the allegations warrant further action by the University. Hospitals, foundations, and the state would like to be informed of disciplinary action involving a faculty member.

Of particular concern to the MFEC is defining what constitutes an act of misconduct. It was suggested the terminology "unlawful conduct" be used, an umbrella under which specific acts of misconduct could fall under. The MFEC also suggested there be language in the policy explaining that in the event an allegation involves the Dean of Medicine, the matter will be referred directly to the Provost. The MFEC asked to be referenced in the section of the policy stating that "The faculty member has the right to appeal in accordance with Brown University Grievance procedures." There was brief discussion about the mechanism for faculty resignation after which the MFEC recommended the suggested revisions be made to the draft policy for resubmission to Beverly Ledbetter. The MFEC would like to see the revised draft one more time before it moves on.

The meeting was called to Executive Session at 8:40 a.m. so that Dean Besdine could inform the MFEC of the LCME Preliminary Report.

Regular business resumed at 9:00 a.m. with Dean Besdine noting it was recently discovered that the Hospital Affiliation Agreements were posted to the Web. Although they were not accessible unless one had a password, they were removed from the University's web site for security reasons. The action is not intended to keep hospitals from seeing the documents, but rather to insure that people outside the University cannot access them.

Dean Rounds announced there will be a Faculty Development Workshop on November 10 from 4-7 p.m. with an exciting guest speaker. She also voiced concern about her recent review of CV's for junior assistant professors for reappointment, many of which showed lack of plan and career focus. In some cases, it could be just a lack of knowledge on how to craft a CV. Dean Rounds will be sending memos to the junior faculty with recommendations for improving their CV's and plans on bringing this concern to the attention of department chairs at the next chairs meeting.

The meeting was adjourned at 9:15 a.m.

Respectfully submitted,

Cheryl A. Moreau
Secretary