

**Minutes for Medical Faculty Executive Committee (MFEC)
Meeting
Monday, Dec. 14, 2009**

**8:00-9:30 a.m.
Corporation Room, University Hall**

Present: Suzanne de la Monte, Timothy Flanagan, James Gilchrist, Glenn Tong, Michele Cyr, Craig Ebersson, Colin Harrington, Iris Tong, Maureen Chung, Linda Lagasse, Jennifer Clarke, Richard Haas, Francois Luks, Angela Anderson, Sharon Rounds, Leslie Robinson-Bostom, Deirdre Fearon, and Carmen Monson.

The meeting started at 8:00am.

No Report from the B.U.C.C.

No Report from the F.E.C.

The meeting started with a statistics software update derived from discussions with Lifespan partners and the IT division of Brown. SAS is now available with a heavy discount to initiate use with low renewal fees. One computer per license is allowed and the license is portable with the user. Contact information at Lifespan was provided to the membership.

For non-Lifespan hospitals SAS is available but at much higher rates. Negotiations are moving forward to bring the fees into line with other hospitals. Merger issues have some bearing on the possible fees although a possible arrangement through Brown is under discussion.

Alternative software arrangements such as SPSS and STATA are being reviewed. A license for SPSS has been purchased although details are yet to be released. For STATA there is further progress: STATA is virtually identical to SAS, no programming is required. Furthermore STATA is used and recommended by the Brown Public Health Program.

There was much general discussion among the membership regarding the relative merits of the various software options

The MFEC's interest in further education and tuition discounts was explored. For Statistics education Fox Wetle, PhD outlined proposed discounts:

A 30% discount on courses for hospital based faculty. They must attend and participate fully. Distance learning was explored for after hours learning as well as potential workshops, either weekend or week long clinical study design. Additional statistics learning options might include a 6 weeks short course in clinical and translational research. Emphasis would be in scientific

writing and fundamentals. Some scholarships to assist faculty learning would act as seed for working groups with an emphasis on verbiage to avoid repetition in grant writing applications.

Scholarly leave came before the MFEC. Guest Peter Snyder from the Lifespan Research Advisory Committee discussed leave options on the table. Typically leave would be 1-3 months and linked to academic rank and length of service. Leaves would be for scholarly endeavors and quite likely vary from department to department. Financing would differ from fully funded scientists to physician-scientists. Coverage and compensation are still being considered and options explored.

The Research Scholar track in the Department of Medicine was reviewed. The primary goal is to enhance competitiveness and probability of obtaining extra mural funding. Again, academic rank of Associate or Full Professor would be eligible. Length of service, such as at least 7 years must coincide with an active basic or clinical research program. A history of significant extramural grant support, either current or within the last 2 years is also critical.

The Teaching Scholar track leave was discussed. Leave has the potential to attract new skills and expertise to the Department or Division related to education. A leave of 3-6 months duration with a maximum of once in every 7 years service is desirable. Clinical and teaching duties must be scheduled around sabbaticals; i.e. if there is an expectation for 4 months on the clinical service an individual requesting a 6 month leave could schedule 4 months clinical service during the remaining 6 months of the year. The individual would be responsible for obtaining coverage for other longitudinal activities such as outpatient clinics, etc.

The MFEC discussed funding options for scholarly leave. Department grants, up to \$50k, based on an application process is on the table. Paid vacation time of up to 4 weeks is an option. Division reserves of up to \$50k at the discretion of the division director or chairman is another option. Grant derived salary support or personal reserves developed from a withhold formula: During years prior to leave an individual reduces salary by X%. These funds go into a personal reserve fund until there is a sufficient cover for overhead and planned salary during the sabbatical period. Lastly, an individual may elect to accept a reduced salary during the leave, however overhead and expenses must be covered.

Much general discussion ensued regarding scholarly leaves.

The MFEC ended its meeting at 9:30am.

Respectfully submitted,
Leonard Moorehead
Secretary to the MFEC

The meeting adjourned at 9:20 a.m.

Respectfully submitted,
Leonard Moorehead
Secretary Pro-tem.