

**USF College of Medicine  
Annual Meeting of the Faculty  
Minutes**

**September 27, 2011 - 5:30 p.m.**

**MDL 1038  
Video Conferencing at  
South Tampa Center for Advanced Healthcare and  
Lehigh Valley Health Network**

President Bryan Bognar called the meeting to order at 5:36 p.m. He welcomed the faculty from the Lehigh Valley Partnership Campus, who were participating in their first College of Medicine Faculty meeting via video conference.

**Minutes**

President Bognar asked if there were any comments regarding the minutes of the Semi-Annual Meeting of the Faculty in March. There were no comments and a motion was made for approval. The motion was seconded and the minutes were approved as submitted.

**College of Medicine Faculty Bylaws**

President Bognar, in his role as Chair of the Bylaws Committee, reviewed a proposed amendment to the Faculty Bylaws (see attachment). The amendment was circulated for faculty review prior to the meeting and pertains to changes to the composition of the Graduate Medical Education Committee. The need for the Bylaws revision is being driven by the upcoming institutional site visit in November, as it was discovered that the existing bylaws do not meet current accreditation guidelines. The amendment has been approved by the Faculty Council and Executive Council, and is now presented to the core faculty for ratification. A motion was made for approval of the proposed amendment. The motion was seconded and approved by the faculty without further discussion.

**Faculty Announcements**

Secretary Kathleen Armstrong announced the names of the new Faculty Council representatives for 2011-12, as well as the election results for Secretary and Vice President of the Faculty. Dr. Tom Frontera, Assistant Professor of Neurology, was elected Secretary and Dr. Dennis Ledford, Professor of Internal Medicine, was elected Vice President.

**Dean's Report**

President Bognar welcomed Dean Stephen Klasko, who reported on some of the highlights of the past year at USF Health and the College of Medicine in particular. He spent a few minutes discussing the budget, specifically the significant loss of state revenue over the last several years. The College had recognized early on that it would need to become less dependent upon the state and has made much progress in finding alternative funding sources. In discussing education, the Dean noted that the incoming class of students is the largest ever at the College of Medicine. There is a much higher percentage of out-of-state students, even beyond those in the SELECT program. The Graduate Medical Education program has had great success with site visits thus

far this year. On the research side, Dean Klasko reported that research awards continue to be high. He noted that the newly appointed Chair of Molecular Pharmacology and Physiology, Dr. Sarah Yuan, will start on November 1. Dr. Yuan currently has four R01 grants. In discussing patient care, the Dean noted that CAMLS (Center for Advanced Medical Learning and Simulation) will open in March and has already received significant investments from corporations. He discussed the partnership with The Villages, as well as current and potential hospital alliances.

### **Passing of the Gavel and Presentation of Awards**

Dr. Bognar reviewed some of the issues facing the Faculty Council over the past year, including the Pharma III and video-archiving policies. After thanking the faculty for their energy and involvement during his tenure as President, he passed the gavel to the incoming Faculty President, Dr. Karl Muffly. Dr. Muffly thanked the faculty for the opportunity to serve as their President, and said that he will do his best to represent their interests and concerns. He then presented awards to Drs. Armstrong and Bognar, in appreciation of their service as Secretary and President of the Faculty, respectively.

### **Adjourn**

There being no further business, the meeting was adjourned at 6:30 p.m. A reception followed.

**Current Bylaws:**

**7. Committee on Graduate Medical Education**

The Committee on Graduate Medical Education shall review, advise and make recommendations on matters related to clinical post-graduate medical education including the number of clinical post-graduate positions, working conditions, salary, malpractice insurance and other benefits pertaining to clinical trainees and post-graduate residency training programs. The Committee shall promote policies that assure the residency training programs of the College conform to the general guidelines and requirements of the Accreditation Council for Graduate Medical Education.

The Committee shall be composed of the Program Directors, or their designee, of each residency training program, including representation from the Lehigh Valley Partnership Campus recommended by the senior designated official at USF College of Medicine for Graduate Medical Education mutually agreed with the Designated Institutional Official at the Lehigh Valley Partnership Campus, one resident physician selected by the House Staff Association in Tampa and in Allentown, and the senior administrative officer responsible for graduate medical affairs.

**Proposed Revision 9/14/11:**

**7. Committee on Graduate Medical Education**

The Graduate Medical Education Committee (GMEC) shall review, advise and make recommendations on matters related to clinical post-graduate medical education, including the number of clinical post-graduate positions, working conditions, salary, malpractice insurance and other benefits pertaining to clinical trainees and post-graduate residency training programs. The Committee shall promote policies that assure the residency training programs of the College conform to the general guidelines and requirements of the Accreditation Council for Graduate Medical Education.

The voting members of the GMEC shall be the Chairman of the GMEC, the Program Directors of the primary residency programs (Internal Medicine, Psychiatry, Obstetrics and Gynecology, Radiology, Surgery, Family Medicine, Pediatrics), the additional Program Directors of Otolaryngology, Dermatology, Neurology, Medicine/Pediatrics, Ophthalmology, Allergy & Immunology, Orthopaedic Surgery, Urology, Pathology, Emergency Medicine and Neurosurgery, or their designee, the Designated Institutional Official, residents nominated by their peers, designated Education Coordinators, the GME Director, the patient safety liaison at affiliated hospitals, the President of the College of Medicine Faculty Council, and the senior administrative officer responsible for graduate medical affairs at each affiliated institution, or their designee. All program directors of programs not represented on the GMEC shall have standing invitations to attend any of the regularly scheduled GMEC meetings as non-voting members. The Chairman of the GMEC is appointed by and reports to both the Dean of the College of Medicine and the Associate Dean for GME.

---

**Approved by Faculty Council: 09/19/11**  
**Approved by Executive Council: 09/23/11**  
**Approved by Core Faculty:**  
**Approved by Dean:**