

**REVISED**

**Morsani College of Medicine  
Faculty Council Meeting**

**Tuesday, January 27, 2015  
5:30 p.m.  
MDL 1037 B-C (Group Learning Area)**

**Videoconferencing at  
South Tampa Center for Advanced Healthcare, Room 5051C  
LVHN: Cedar Crest ECC 4 and Muhlenberg ECC B**

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**AGENDA**

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|------|--|--|
| I.   | Welcome and Call to Order<br>Approval of December Minutes  | Dr. Javier Cuevas<br>Faculty President   |
| II.  | Proposed Bylaws Changes: <ul style="list-style-type: none"><li>• Academic Performance Review Committee (APRC)</li><li>• Medical Student Selection Committee (MSSC)</li><li>• Appointment, Promotion &amp; Tenure Committee (APT)</li></ul> | President Cuevas<br>President Cuevas<br>Dr. John S. Curran   |
| III. | P4P Guidelines: Scientist Educator   | President Cuevas   |
| IV.  | Downtown Campus Update   | President Cuevas   |
| V.   | Clinical Practice Committee Update   | Dr. Michael Schoenberg<br>Faculty Vice President<br><br>Dr. Tom Frontera<br>Faculty Council Member - Neurology |
| VI.  | Other Business   |  |
| VII. | Adjourn  |  |

**Next Meeting:**

February 17, 2015 at 5:30 PM  
(Rescheduled from 2/24/15)

**Morsani College of Medicine  
Faculty Council Meeting  
Minutes**

**Tuesday, January 27, 2015 - 5:30 p.m.  
MDL 1037 B-C**

**Videoconferencing at:  
South Tampa Center for Advanced Healthcare  
Lehigh Valley Health Network**

**Welcome and Call to Order**

Faculty President Javier Cuevas welcomed everyone and called the meeting to order at 5:32 p.m.

**Minutes**

President Cuevas asked if there were any comments regarding the minutes of the Faculty Council meeting of December 2, 2014. There were none and a motion was made for approval. The motion was seconded and the minutes were approved as submitted.

**Proposed Bylaws Amendments**

Three proposed amendments to the Faculty Bylaws (Attachments 1, 2 and 3) were distributed in advance of the meeting for Faculty Council review and discussion:

***Academic Performance Review Committee (APRC):***

President Cuevas reviewed a proposed bylaws amendment for the APRC, which would change the composition of the Committee by adding seven faculty members who are not course or clerkship directors and who hold the rank of Associate Professor or Professor. Five shall be from the Tampa campus, and two from Lehigh Valley. The non-course or clerkship director faculty members will serve two-year terms and shall be appointed by the Faculty Council. The total number of voting members will remain at 13, as not every committee member will have voting privileges. Following discussion, a motion was made for approval of the amendment. The motion was seconded and approved unanimously by the Faculty Council.

***Medical Student Selection Committee (MSSC):***

President Cuevas presented a proposed bylaws amendment for the MSSC, which will add two student members from the SELECT program. The SELECT students are not currently represented on the Committee. The amendment will also modify the bylaws language to state that the Committee will “determine a list of candidates and alternate candidates” rather than “recommend” the candidates to the Dean. Following discussion, a motion was made for approval of the amendment. The motion was seconded and approved unanimously by the Faculty Council.

### ***Appointment, Promotion and Tenure (APT) Committee:***

Dr. John Curran, Senior Executive Associate Dean for Faculty and Academic Affairs, reviewed a proposed bylaws amendment concerning the composition of the APT Committee. The amendment will reduce the number of tenured committee members to “not less than three,” with at least two-thirds holding the rank of Professor. The number of non-tenure accruing faculty will be increased to “up to five.” Dr. Curran explained that the amendment is necessary because of the declining number of tenured faculty at the MCOM. In recent years, there has been increasing difficulty in identifying faculty who are eligible and willing to serve on the Committee.

Concerns were raised over non-tenured faculty making tenure recommendations. A suggestion was made that perhaps there should be two subcommittees within the APT Committee, with one group that would be composed of tenured faculty only. Following a lengthy discussion, a motion was made to table the proposed amendment so that the Executive Committee may review it further. The motion was seconded and the proposed amendment was tabled.

### **P4P Guidelines Update**

President Cuevas reported on the recent Faculty Council vote concerning the P4P Guidelines for ranked PhD faculty. The vote was 20-2 in favor of the Guidelines. The proposal will now be presented to the All Chairs Committee for approval.

### **Downtown Campus Update**

President Cuevas reported that he recently received an inquiry from President Genshaft with regard to Faculty Council support of the downtown campus proposal. In response, a poll was taken of the Faculty Council representatives, with results showing that 80% were in favor. The information was forwarded on to the President and Board of Governors.

President Cuevas attended the recent Board of Governors meeting where the downtown campus was discussed. At the meeting, the BOG approved \$5 million that the Governor had approved last year. The BOG did not approve the remaining \$57 million, and asked for additional information. The proposal was tabled and will be discussed again at the February BOG meeting.

### **Clinical Practice Committee Update**

Dr. Tom Frontera, Faculty Council Representative from Neurology, presented an update on the new Clinical Affairs Committee, which will focus on issues of importance to clinicians, such as the clinical P4P program. Invitations to serve on the Committee have been sent to a group of faculty who were recommended. Anyone interested in participating should contact Dr. Frontera.

### **Adjourn**

There being no other business, the meeting was adjourned at 6:20 p.m.

**USF Morsani College of Medicine  
Faculty Bylaws  
Proposed Amendment  
January 2015**

**Article VIII: Administrative Committees  
Section 3. Academic Performance Review Committee**

The Academic Performance Review Committee (APRC) shall review the academic and clinical performance of each ~~Medical~~medical ~~Student~~student and make recommendations to the Dean regarding graduation, advancement, ~~probation~~, dismissal, ~~remediation~~ and readmission. It also acts directly to place students on probation and design remediation for deficiencies.

The ~~Academic Performance Review Committee~~ (APRC) shall be chaired by the Chief Academic Officer, or his or her designee, and shall be composed of all required Core and SELECT Course/course/Clerkship-clerkship Directors, ~~including those for SELECT and those at USF-Lehigh Valley~~LVHN, and seven faculty members who are not course or clerkship directors and who hold the rank of Associate Professor or Professor-- five (5) of these shall be from the USF-Tampa campus and two (2) from the USF-Lehigh Valley campus. Non-course or clerkship director faculty members serve two (2) year terms and shall be appointed by the Faculty Council.

Thirteen ~~Voting~~voting members will be selected for one-year terms. s All members should have a voting role during any two- to three-year cycle. ~~and~~ Voting members include:

~~Two~~One (21) Year 1 ~~Course-course Director~~directors

~~Two~~One (21) Year 2 ~~Course-course D~~irectors;

~~One~~ (1) ~~The Year 1 and 2~~ Pre-Clerkship Faculty Curriculum Director

~~Three~~Two (32) Year 3 ~~Clerkship-clerkship Directors~~directors in from USF-Tampa

~~Two~~One (21) Year 3 ~~Clerkship-clerkship D~~irectors at from USF-Lehigh Valley Health Network partnership (LVHN)

~~One~~ (1) ~~The chair of the Year 3~~ Chair of the Committee of Clerkship Directors ~~Clerkship Faculty Curriculum Director in from USF-Tampa~~

The chair of the ~~One~~ (1) ~~Year 3~~ Clerkship Council Chair at from LVHNUSF-Lehigh Valley

One (1) SELECT program ~~Course D~~irector~~Program Pre-Clerkship Curriculum Director.~~

Three (3) non-course/clerkship director faculty members from USF-Tampa

One (1) non-course/clerkship director faculty member from USF-Lehigh Valley

~~All members should have a voting role during any two- to three-year cycle.~~ When a voting member is not present, an alternate from the same year of the curriculum, or campus site for faculty, shall vote as designated. The Associate Dean for Undergraduate Medical Education and the Associate Dean ~~of~~ for Student Affairs will serve as ex-officio, non-voting members. All members, voting and non-voting, are expected to attend all APRC meetings in order to contribute to discussion, present students information about students with a deficiency in their course/clerkship, and maintain familiarity ~~with student progress for times when they need to vote~~ with all committee proceedings.

**USF Morsani College of Medicine  
Faculty Bylaws  
Proposed Amendment  
January 2015**

**Article VIII: Administrative Committees  
Section 2. Committee on Medical Student Selection**

The Committee on Medical Student Selection shall review all applications for admission to the College and shall ~~recommend to the Dean~~determine a list of candidates and alternate candidates for admission. The Committee shall also review and make recommendations to the Dean concerning procedures by which applicants are screened, interviewed and selected.

The Committee shall be composed of nine core clinical ~~science~~ faculty, seven core basic science faculty, and four faculty from the USF-Lehigh Valley Network Partnership Campus to be nominated by the Faculty Council. The Committee will also include a faculty member involved with diversity and minority affairs and up to three additional faculty members-at-large to be appointed by the Vice Dean for Educational Affairs. The Medical Student Council in cooperation with the Associate Dean for Student Affairs selects ~~four~~ six senior medical student members; four from the Core program and two from the SELECT program. Of these students, ~~two~~ three (2 from Core and 1 from SELECT) are designated as voting members of the Committee and ~~two~~ three are designated as alternates. The alternate representative members will be ex-officio non-voting members of the ~~e~~Committee unless the active member(s) is (are) not in attendance. The Committee will be supported by faculty interviewers designated annually by the Vice Dean for Educational Affairs. ~~The Medical Student Council in cooperation with the Associate Dean for Student Affairs selects four senior medical students; two are designated as voting members of the Committee and two are designated as alternates. The alternate representative members will be ex-officio non-voting members of the committee unless the active member(s) is (are) not in attendance.~~ The Dean appoints the Committee Chairperson who shall be a core faculty member. Committee members (with the exception of medical students) are appointed for three-year overlapping terms. The Associate Dean for Student Affairs shall be a non-voting, ex-officio member ~~of this Committee~~.

**USF Morsani College of Medicine  
Faculty Bylaws  
Proposed Amendment  
November 2014**

**Article VIII: Administrative Committees**

**Section 5: Committee on Appointment, Promotion and Tenure**

The Committee on Appointment, Promotion and Tenure shall review the credentials of all Faculty whose appointment is proposed at the rank of Associate Professor or Professor, review applications for promotion of Faculty to the rank of Associate Professor or Professor and review the credentials of those eligible Faculty being considered for tenure. Following review, the Committee shall make recommendations regarding appointments, promotions and tenure to the Dean. Members of the Committee shall be required to absent themselves from deliberation and vote when the Committee is considering the appointment, promotion or tenure of a Faculty member from their department.

The Committee shall be composed of not less than three ~~nine~~ tenured members of the Core Faculty (at least two-thirds {2/3} of whom shall hold the rank of Professor), ~~two~~up to -five non-tenure accruing faculty of advanced rank from other pathways (Associate Professor or Professor), and one faculty member (Associate Professor or Professor) from the Lehigh Valley Partnership Campus. At least four Committee members shall be from the basic science faculty and at least four shall be from the clinical science faculty. No Department/School/Partnership Campus shall have more than one member on this Committee. All members shall have the privilege of voting.