I. CALL TO ORDER
Juan Figueroa-Casas, M.D. - Faculty Council President

Dr. Figueroa-Casas, President of the Faculty Council, called the meeting to order at 12:08 PM

II. REVIEW AND APPROVAL OF MINUTES
Juan Figueroa-Casas, M.D. - Faculty Council President

Having met quorum, the Faculty Council members unanimously agreed to approve the meeting minutes from October 19, 2015 with no changes.

III. DEAN’S REPORT
Richard A. Lange, M.D., M.B.A. - President, TTUHSC El Paso & Dean, PLFSOM

Dr. Lange Reported the following:

- Dr. Lange met with a large committee regarding medical education. The purpose of this committee is to evaluate current UME and GME and make sure they are properly resourced and to evaluate the current curriculum. The second purpose of this committee is to discuss what resources are needed to increase the class size to 150 medical students over the next 3 to 4 years.
Dean's Report Continued...

- There will be two new CEO searches, one for UMC and one for Children’s Hospital. Dr. Lange has been asked to serve on the search committee for UMC. A search committee has not been formed for Children’s Hospital.
- There was an announcement from the VA to improve healthcare for veterans in El Paso that we call the El Paso Plan. This plan includes several initiatives: 1) Increasing the GME slots to 8 at the VA; 3 in Internal Medicine, 3 in Psychiatry, 1 in radiology, and 1 in neurology. This gives us an opportunity to jointly recruit more faculty who will have clinical faculty appointments at TTUHSC El Paso, and spend a certain percentage of their time at the VA. 2) Building two new clinics; one in the central area and one on the west side. These clinics will give veterans the ability to be treated by local practitioners and as well as university physicians. This means veterans would still receive their core healthcare for conditions such as PTSD, traumatic brain injury, amputation, and prosthetics at the VA and WBAMC, but for other basic healthcare needs they would be able to receive healthcare throughout the community.

Q&A

Q: What do you mean by new GME residency slots?
A: They will be VA residents at the new clinics

IV. STANDING COMMITTEES

Peter Rotwein, M.D.
Chair, Research Committee

Dr. Rotwein reported the following:

*See attached report

- Q&A

Q: At the leadership retreat earlier this year, there were faculty who mentioned they had difficulties when trying to conduct clinical research. Where these problems addressed?
A: Yes, since the transition from Lubbock to El Paso, the wait times and difficulties that faculty have faced in clinical trials have been resolved.

V. FACULTY SENATE UPDATE

Dale Quest, Ph.D.

Dr. Quest Reported the Following:

- Faculty Senate Representative
  - Motion was made that at least one of the three PLFSOM representatives on Faculty Senate will attend
Faculty Senate meetings as our voice and to report on Faculty Senate proceedings to our Faculty Council and GGHSON Faculty Assembly. PLFSOM TTUHSC El Paso representatives will attend on a rotating basis.

- The Faculty Senate bylaws currently require regular attendance by all voting Senators or designees. This motion will require revision of the bylaws accordingly, or perhaps a simple amendment to the effect that TTUHSC El Paso Senators will not be held to the attendance requirements stipulated in the bylaws.
- Motion was withdrawn after Dr. Rolfe proposed to first try to resolve implications of forming a TTUHSC—El Paso Faculty Senate during an upcoming telephone meeting with Dr. de la Rosa.

- Faculty Senate Retreat will be held in Lubbock on January 29, 2016. Faculty Senate President Dr. Rogge will clarify whether TTUHSC President Mitchell will continue to cover travel and accommodation for TTUHSC—El Paso members of Faculty Senate to attend.
- Results of a survey of faculty and staff perspectives on Senate Bill-11 (campus carry) are posted on the Faculty Senate website. The updated handouts with the graphs have been added to the minutes and agenda page of the Faculty Senate website.
- Central and regional administrations on space planning for expansion will inform design and allocation of space in the new building projects that have been approved for almost every campus in the TTUHSC system, e.g., School of Public Health in Lubbock, Childcare Facility in Lubbock, and new buildings in regional campuses.

VI. OLD BUSINESS

A. Mediation and Ombudsman Policy

Feedback

- Juan Figueroa-Casa, M.D.

Faculty Council President

A. At the last Faculty Council meeting in October, the Faculty Council was tasked with reviewing and providing feedback for the Mediation and Ombudsman Policy draft.

a. Dr. Figueroa asked Faculty Council representatives to be prepared to recommend one of three options after considering whether the draft policy provides effective mechanisms to address faculty professionalism issues while safeguarding faculty against complaints without merit. The options include:

i. Option 1: Support adoption of the policy as presented, with no revisions

ii. Option 2: Suggest minor revisions to the policy and vote to send the policy back to Ad Hoc Committee on Professionalism for editing with suggested revisions (send suggested revisions to one of the officers or by replying to this email)

iii. Option 3: Return to the committee for a rewrite in a new direction

b. Before voting on one of the 3 options, Dr. Figueroa opened the floor for discussion:

i. Dr. Watts: The existing draft policy goes a long way to help address problems between faculty members. However it does not go far enough to define what discipline is needed for unprofessional behavior. The policy should be revised to include that as well.

ii. Dr. Gangwani asked if there an existing document that clearly defines what unprofessional behavior is that can be referenced in the policy. There is currently no existing document that defines unprofessional behavior. The only document in existence is the Declaration of Professional Responsibility.

iii. It was discussed that this committee could be expanded to include the entire Health Sciences Center.
c. The faculty voted on the 3 options:
   i. Option 1: Support adoption of the policy as presented, with no revisions
      - 3 voted in favor
   ii. Option 2: Suggest minor revisions to the policy and vote to send the policy back to Ad Hoc Committee on Professionalism for editing with suggested revisions
      - 3 voted in favor
   iii. Option 3: Return to the committee for a rewrite in a new direction
      - 4 voted in favor

d. By majority vote, the Faculty Council voted to dissolve the current Ad-Hoc Committee on Professionalism, appoint a new committee, and recharge the committee to start a new Professionalism Policy.

e. It was again discussed to perhaps have the Proto Senate appoint a committee. Cindy Camarillo, Senior Director for Faculty Affairs commented:
   - According the Faculty Bylaws, the Faculty Council has the authority to appoint a committee for the school of medicine. She believes the Faculty Council should start there and form as much of the policy as possible because some of the professionalism issues that were being addressed were required by LCME accreditation and were School of Medicine specific. Once the committee has the bulk of the policy formed the Faculty Council can invite the Proto-Senate to review the policy and then decide if they want to make this an institutional policy. GGHSON already has an existing professionalism policy.

f. Dr. Figueroa asked for nominations for the new Ad-Hoc Committee on Professionalism. Faculty can submit their nominations by email to Miranda.alvarez@ttuhsc.edu. Nominees do not need to be Faculty Council representatives.

VII. PRESIDENT’S REPORT
Juan Figueroa-Casas, M.D.
- Faculty Council President

Dr. Figueroa-Casas reported the following:
- Dr. Figueroa thanked the faculty for attending the Faculty Recognition Banquet that took place on October 29th at the El Paso Convention Center. He also thanked the Office of Faculty Affairs for all their hard work to put on such an event.
- The Faculty Council Officers invite all PLFSOM Faculty to attend the Faculty Holiday Open House on December 10th from 4 to 6 PM. Faculty should come by to enjoy cocktail and hors d’oeuvres.
- There is a vacant seat on the Academic Council. Faculty Council representatives are asked to nominate a colleague, or volunteer. The nomination criteria have been disseminated by email. Faculty can submit their nominations by email to Miranda.alvarez@ttuhsc.edu.
- There will be no meeting in the month of December. Next meeting will take place on Tuesday, January 19, 2015.

XIII. ADJOURNMENT
Juan Figueroa-Casas, M.D.
- Faculty Council President

With no further business to discuss, Dr. Figueroa-Casas, Faculty Council President, adjourned the meeting at 12:50 P.M.

FOLLOW UP:

ITEM: PERSON/DEPARTMENT RESPONSIBLE: TASK COMPLETED Y/N
Nominations for the new Ad-Hoc Committee on Professionalism

Nominations for Academic Council

Members should email nominations to Miranda.alvarez@ttuhsc.edu.

Juan Figueroa-Casas, M.D.
Faculty Council President
NOMINATIONS FOR
ONE (1) ACADEMIC COUNCIL SEAT

Membership
Academic Council members include: the dean, four members of the Dean’s Council appointed by the Dean, the Faculty Council President, four additional members elected by the Faculty Council. These faculty at large should reflect the ratio of clinical to basic science faculty and include at least one basic science faculty member.

Current Seats:
Juan Figueroa-Casas, M.D.
Sitratullah Maiyegun, M.D.
Susan Watts, Ph.D.
Jesus Peinado, M.D.

Eligibility
Faculty who have completed two years of service at TTUHSC-PLFSOM.

Term
Academic Council representatives shall serve a two (2) year term.

Responsibilities
The Academic Council is the central body for communication between the administration and the faculty. It will receive information from both the Dean’s Council and the Faculty Council and will facilitate the dissemination of information to all. The Academic Council shall have responsibility for:

1. Consideration of matters referred to it by the Dean, Dean’s Council, Faculty Council, or Committees of the School of Medicine. The Academic Council may arbitrate or facilitate if desired, or may appoint an ad hoc committee to review and make recommendations.

2. Providing the Dean with recommendations and nominations for positions on Standing Committees not related to Faculty responsibilities.

3. Reviewing and accepting or rejecting recommendations made by Standing Committees.

4. Reporting to the Faculty Council and Dean’s Council about the activities of the above-described Standing Committees.

5. Appointment of ad hoc committees to fulfill the above responsibilities of the Academic Council.
Goals for 2015

• Build research administration and infrastructure.
• Assess current scientific programs.
• Develop plans for future faculty recruitment
Research Administration and Infrastructure
Office of Assistant VP for Research

- Institution-wide.
- Has oversight for all things research-related.
- Responsibilities include:
  - Sponsored Programs (grants, contracts)
  - Research Resources (buildings, budgets, services)
  - Research compliance and training
  - Research goals and planning

Office of AVP for Research

Office of Sponsored Programs
Grants: federal, state, private (with IA)
Contracts: clinical trials
Grant education and support
  - Classes
  - Online forms
  - Data storage

Office of Research Resources
Core services:
  - RCL (Sci Director: Dr. Terreros)
  - LARC (Vet. Director being recruited)
  - BECL (Sci Director: Dr. Dwivedi)
Research Facilities
  - Buildings (with Facilities)
  - Data storage (with IT)
Research Committees
  - IRB
  - Biosafety (with Safety Services)
  - IACUC
Research policies and oversight
  - Research integrity
  - Conflict of interest
  - Compliance (with Compliance)
Research Goals and Plans

- Strengthen clinical and translational research programs:
  - Develop and grow areas with potentially broad scientific and medical impact in El Paso:
    - Cancer prevention, early detection and treatment
    - Detection and intervention in diabetes, obesity, and metabolic syndrome
    - Early diagnosis, intervention, and treatment for cardiovascular diseases and stroke
  - Take advantage of our distinctive community in terms of defining genetic and environmental causes of disease.

- Enhance scholarship:
  - Develop seminar programs, journal clubs, continue research symposia.