### Faculty Council Meeting Minutes

**Monday, May 18, 2015**  
Room 1120, MEB, 1st Floor  
12:00 PM – 1:00 PM

#### Members in Attendance:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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</thead>
<tbody>
<tr>
<td>Susan Watts, Ph.D.</td>
<td>Immediate Past President, Emergency Medicine</td>
</tr>
<tr>
<td>Juan Figueroa-Casas, M.D.</td>
<td>President-Elect, Internal Medicine</td>
</tr>
<tr>
<td>Jennifer Molokwu, M.D.</td>
<td>Family Medicine</td>
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<tr>
<td>Dale Quest, Ph.D.</td>
<td>President, Medical Education</td>
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<tr>
<td>Heidi Lyn, M.D., OB/GYN</td>
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<tr>
<td>Rona Fagan, R.N.</td>
<td>Orthopaedic Surgery &amp; Rehabilitation</td>
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<tr>
<td>Jesus Peinado, M.D.</td>
<td>Pediatrics</td>
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<tr>
<td>Amelia Leony-Carrete, L.C.S.W.</td>
<td>Psychiatry</td>
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<tr>
<td>Nassim Akle, M.D.</td>
<td>Radiology</td>
</tr>
<tr>
<td>Trent Filler, D.D.S.</td>
<td>Surgery</td>
</tr>
<tr>
<td>Hoi Ho, M.D.</td>
<td>Associate Dean for Faculty Affairs &amp; Development, ex-officio, non-voting</td>
</tr>
<tr>
<td>Rajendra Marwah, M.D.</td>
<td>Community Representative, EPCMS, non-voting</td>
</tr>
<tr>
<td>Richard A. Lange, M.D., M.B.A.</td>
<td>Founding President TTUHSC El Paso, Dean PLFSOM, ex-officio, non-voting</td>
</tr>
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#### Members Not in Attendance:

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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<tbody>
<tr>
<td>Laxman Gangwani, Ph.D.</td>
<td>Biomedical Science</td>
</tr>
<tr>
<td>Darine Kassar, M.D.</td>
<td>Neurology</td>
</tr>
<tr>
<td>Alireza Torabi, M.D., Ph.D.</td>
<td>Pathology</td>
</tr>
<tr>
<td>Sanja Kupesic, M.D., Ph.D.</td>
<td>Faculty Development, non-voting</td>
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#### Guests:

<table>
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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>J Manuel de la Rosa, M.D.</td>
<td>Provost &amp; Vice President Academic Affairs</td>
</tr>
<tr>
<td>Gustavo Rodriguez, M.D.</td>
<td>Committee on CME</td>
</tr>
<tr>
<td>Armando Meza, M.D.</td>
<td>Committee on GME</td>
</tr>
<tr>
<td>Sitratullah Maiyegun, M.D.</td>
<td>Pediatrics, Faculty Senate</td>
</tr>
<tr>
<td>Miranda Alvarez</td>
<td>Faculty Affairs</td>
</tr>
<tr>
<td>Cindy Camarillo</td>
<td>Faculty Affairs</td>
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### I. Call to Order

Dr. Quest, President of the Faculty Council, called the meeting to order at 12:04 PM.

### II. Review and Approval of Minutes

Having met quorum, the Faculty Council members unanimously agreed to approve the meeting minutes from April 20, 2015 with no changes.

### III. Old Business

A. Anesthesiology Representative  
   - Dale Quest, Ph.D. President

   Dr. Quest reported the department of Anesthesiology has not had a representative on the Faculty Council for some time now. The officers will be reaching out to Dr. Moujan to request they elect a representative from their department.

### IV. New Business

A. Dale Quest, Ph.D. Faculty Council President  
   - Nominations for vacant Academic Council seat  
     a. Nominations were solicited for the vacant seat on the Academic Council to replace Dr. David Osborne.
Faculty Council representatives can nominate or self-nominate by sending an email to Miranda Alvarez in Faculty Affairs.

B. Nominations for Faculty Council President-Elect
   a. Nominations were solicited for the Faculty Council President-Elect. The President Elect is a 3-year commitment. He(she) will assume the duties of the President-Elect in September 2015 and then the positions of President and Past-president

C. Nominations for Faculty Handbook Task Force
   a. Nominations were solicited for the Faculty Handbook Task Force. The purpose of the ad hoc committee is to review and propose revisions to the content of the online Faculty Handbook. Faculty were encouraged to volunteer or nominate a colleague.
      i. Dr. Susan Watts and Dr. Heidi Lyn volunteered for the task force.

V. DEAN’S REPORT

Richard A. Lange, M.D., M.B.A.  
   - Founding President, TTUHSC El Paso, Dean, PLFSOM

Dr. Lange reported the following:
   - The general session for the Texas legislature will end in the next two weeks. TTUHSC El Paso is concerned with two main items: 50% increase for higher education funds, and funds for a new medical education building (MSB2).
   - Based on discussion at the leadership retreat, Dr. Lange will be focusing on faculty development and faculty recruitment. Faculty retention will be one of his main priorities over the next year.

VI. PRESIDENT’S REPORT

Dale Quest, Ph.D.  
   - Faculty Council President

Dr. Quest reported the following:

A. Convocation and Commencement
   a. Dr. Quest thanked the faculty’s participation in the graduation ceremonies for the medical students class of 2015.

B. Admissions Interviews
   a. Dr. Quest asked for the faculty’s support to sign up to help with admissions interviews. The Admissions Committee is fully constituted but many more faculty are needed to share the important task of completing interview for about 600 medical school applicants.

C. Anesthesiology Representative
   a. A memo was sent to Dr. Moujan asking that his department fill the vacancy for a Faculty Council representative. The seat has been vacant since April 2014.
D. Faculty Photos June 3rd & 10th
   a. There will be two makeup photo sessions for all faculty who missed the first session to take their faculty photos. Dress is business attire and white coat. The photos will be taken in the AEC Faculty Lounge, second floor from 10:00 AM to 4:30 PM on June 3rd and June 10th.

E. IT Update
   a. An email was forwarded to the faculty council from IT regarding Citrix ShareFile. It is an enterprise follow-me data solution that enables IT to deliver data sharing and sync services that meets the mobility and collaboration needs of users and the data security requirements of the institution. Faculty were encouraged to read their emails for more details and to share the information with their departments.

VII. PROVOST’S REPORT

J Manuel de la Rosa, M.D.  
- Provost, TTUHSC El Paso

Dr. de la Rosa reported the following:

*See attached report

PLFSOM Proto-Faculty Senate
Dr. de la Rosa explained the need for a Proto-Faculty Senate. The Proto-Faculty Senate will be in place by December 2015, and will start meeting by January 2016.

VIII. FACULTY AFFAIRS AND DEVELOPMENT UPDATE

Hoi Ho, M.D.  
- Associate Dean Faculty Affairs and Development

Dr. Ho reported the following:

*See attached report
IX. STANDING COMMITTEE REPORT

Committee on Graduate Medical Education
Armando Meza, M.D.
- Committee Chair

Dr. Meza reported the following:

GME Report to the Faculty Council
May 2015

*See attached report

Committee on Continuing Medical Education
Gustavo Rodriguez, M.D.
- Committee Chair

Dr. Rodriguez reported the following:

*See attached report

X. TTUHSC FACULTY SENATE UPDATE

Sitratullah Maiyegun, M.D.
- Faculty Senate Representative

Dr. Maiyegun reported the following:

*See attached report

XI. EPCMS UPDATE

- No report

XII. ADJOURNMENT
With no further business to discuss, Dr. Dale Quest, Faculty Council President, adjourned the meeting at 1:08 PM.
Nominations for Faculty Handbook Task Force Members

**Purpose:**

The purpose of this Ad Hoc Committee is to review and propose revisions to the content of the online Faculty Handbook.

If you are interested in serving on the Faculty Handbook Task Force, you may self-nominate, or you may nominate a faculty member at the Faculty Council meeting on Monday, May 18, 2015. You may also submit nominations to Miranda.alvarez@ttuhsc.edu.
Nominations for Faculty Council President Elect

• The position of Faculty Council President-Elect is a 3-year commitment. He(she) will assume the duties of the President-Elect in September 2015 and then the positions of President and Past-President in the subsequent two years.

• The President-Elect shall preside over meetings of the Faculty Council in the absence of the President.

• Nominees for Faculty Council President-Elect will be required to submit a one paragraph statement about what they think the Faculty Council’s role should be at PLFSOM, and what they would like to do if elected to the position.

• Nominations will be taken starting Monday, May 18, 2015. Elections will be held in July 2015.

If you are interested in serving as the President-Elect, you may self-nominate, or you may nominate a faculty member at the Faculty Council meeting on Monday, May 18, 2015. You may also submit nominations to Miranda.alvarez@ttuhsc.edu.
NOMINATIONS FOR 
ONE 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:
Dale Quest, Ph.D.
Juan Figueroa-Casas, M.D.
Susan Watts, Ph.D.
Sitratullah Maiyegun, M.D.
David Osborne, M.D.*
*Seat up for election/reelection

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.

If you are interested in serving on the Academic Council, you may self-nominate, or you may nominate a faculty member at the Faculty Council meeting on Monday, May 18, 2015. You may also submit nominations to Miranda.alvarez@ttuhsc.edu.
Faculty Senate Report

SITRATULLAH O MAIYEGUN MD, FAAP

The proceedings of the Lubbock-centered Faculty Senate are increasingly irrelevant to TTUHSC-El Paso.

Our faculty are no longer eligible for nomination for the faculty awards.

We are no longer eligible for rotating Faculty Senate office.
Faculty Senate Report

- Issues such as safe crosswalks policies on Lubbock campus, childcare, fitness facilities and such are likewise of no concern for TTUHSC-El Paso faculty, but we attend the discussions and vote.
- The El Paso Staff Senate is separating from the Lubbock-centered Staff Senate and wants a voice on issues that are likely to be issues that concern faculty as well.

Faculty Senate Report

- Some of the committees that report to PLFSOM Faculty Council should more aptly be institutional committees because decisions will impact GGHSON, GSBS and PLFSOM, some examples: the libraries, CME, Global Health and Diversity.
- Conclusion:
  - There is growing impetus to establish a TTUHSC-El Paso Faculty Senate during the transitional period.
Faculty Affairs and Development: Pre-Tenure and/or Pre-Promotion Procedure Changes

Pre-TP Procedure Changes

OLD PROCEDURE

- No page limit

NEW PROCEDURE

- The application and accompanying documents should not exceed 200 pages
Pre-TP Procedure Changes

OLD PROCEDURE
- No mention of application withdrawals

NEW PROCEDURE
- Applicants may withdraw their application and participation in this review by submitting a written request to the Associate Dean for Faculty Affairs and Development. All requests for withdrawal must be submitted prior to the Departmental Pre-Tenure and Pre-Promotion Committee Review.

OLD PROCEDURE
- Review Outcomes:
  - “On Track”
  - “Off Track” but lacking in only two areas
  - “Off Track” and lacking in several areas

NEW PROCEDURE
- Review Outcomes:
  - Progressing as expected to prepare for future tenure and/or promotion
  - Not progressing as expected for future tenure and/or promotion
GME Report to the Faculty Council
May 2015

Current Core Residencies

• Emergency Medicine
• Family Medicine
• Internal Medicine
• Obstetrics and Gynecology
• Pediatrics
• Psychiatry
• Diagnostic Radiology
• Surgery
• Orthopedics*
ACGME-Approved Fellowships

• Internal Medicine
  – Gastroenterology
  – Cardiovascular Diseases
  – Nephrology

• Psychiatry
  – Child and Adolescent Psychiatry

• Family Medicine
  – Sports Medicine

Non-ACGME Fellowships

• Radiology
  – Diagnostic Body Imaging
    • TMB approved

• OB/GYN
  – Minimally Invasive Surgery
    • AAGL approved
Accreditation Status
Nomenclature Under NAS

• Initial Accreditation
  – With warning (C&A Psych)

• Continued Accreditation
  – With warning
  – Probationary (FM)

• Accreditation Withdrawal

Common Citations and Areas for Improvement/Concerning Trends

• Faculty and resident scholarly activity
• Program directors empowerment
• Resident board passage rate
• Faculty board certification status
• Faculty timely evaluations completion
• Resident’s education vs work balance
• Ability of residents to raise issues without fear of intimidation and or retaliation.
NAS: The Next Accreditation System

• More focus now on outcomes than in process
  – Milestones

• Requirements for institutions effective July of 2014 and for some programs July 2013.
  – Self study requirements

• CLER visits
  – Training site(s) visit

• No programs yet visited
• One mock CLER visit

CLER Focus Areas

• Patient Safety
• Performance Improvement (HC disparities)
• Supervision
• Transitions of care
• Duty Hours and Fatigue Mitigation
• Professionalism
Challenges

GME Funding

• Diversification of funding sources
  – CMS is still largest provider of funds
  – Other funding sources are finite
  – Direct
    • Resident salary and benefits
  – Indirect
    • Faculty and staff
Other Issues

• GME Expansion
  – Planning
  – Core/Fellowships
  – Human resources
  – Financial resources

• Resident Development
  – Active participation
  – Empowerment

• Faculty Development
  – Eligibility
    • Board certification
  – Active participation of all faculty
    • Not only PD’s job
  – Recruitment of qualified individuals
    • Teaching motivation
    • Formally trained
    • Scholarly oriented

• Institutional GME Office Development
  – Keep up with the oversight responsibilities
  – Provide a stronger administrative support to other programs
  – Automate data collection/reporting as much as possible
  – Continue developing educational resources
End

Questions?
Committee on Continuing Medical Education  
Annual Report to Faculty Council

Gustavo Rodriguez M.D.  
Chair, CCME

Mission/Vision Statement

The CME Program at TTUHSC PLFSOM is committed to a comprehensive and evidence-based system of continuing professional development with an emphasis on an inter-professional approach. Through multi-modal educational interventions, the CME Program will address identified knowledge and practice gaps to enable all health care professionals in the Border Region of West Texas to pursue lifelong learning that will enhance their professional competence and performance, and improve and promote the health of their patients.
Committee on Continuing Medical Education Composition

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
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<tbody>
<tr>
<td>Gustavo Rodriguez, MD</td>
<td>Neurology</td>
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<tr>
<td>Susan Watts, PhD</td>
<td>Emergency Medicine</td>
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<tr>
<td>Harry Davis, MD</td>
<td>Internal Medicine</td>
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<tr>
<td>Yan Sun, MD</td>
<td>Resident Rep Internal Medicine</td>
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<tr>
<td>Armando Meza, MD</td>
<td>Graduate Medical Education</td>
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<tr>
<td>Dale Quest, PhD</td>
<td>Medical Education</td>
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<tr>
<td>Ghulam Murtaza, MD</td>
<td>OB/GYN</td>
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<tr>
<td>Irene Lugo, RN</td>
<td>GGHS of Nursing</td>
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<td>Rona Fagan, RN</td>
<td>Orthopedic</td>
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<tr>
<td>Ramaswami Kalammeham, MD</td>
<td>Pathology</td>
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<tr>
<td>Sittafullah Maiyegun, MD</td>
<td>Pediatrics</td>
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<tr>
<td>Mohamed Zebr, MD</td>
<td>Resident Rep Pediatrics</td>
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<tr>
<td>Anoop Ayyappan, MD</td>
<td>Radiology</td>
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<tr>
<td>Brian Davis, MD</td>
<td>Surgery</td>
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<tr>
<td>Robert Reilly, PharmD</td>
<td>Pharmacy</td>
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<tr>
<td>Terry Sanchez, RN</td>
<td>UMC/Risk Manager</td>
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<tr>
<td>Oscar Noriega, MD</td>
<td>Family &amp; Community Medicine</td>
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<tr>
<td>Silvia Villa-Royval, MD</td>
<td>Anesthesia</td>
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<td>Silvina Tonarelli, MD</td>
<td>Psychiatry</td>
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<tr>
<td>Ex-Officio (non-voting)</td>
<td>Faculty Affairs and Development</td>
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<tr>
<td>Lydia Espinosa, MA</td>
<td>Graduate Medical Education</td>
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Resources

- TTUHSC El Paso Office of Continuing Medical Education:
  - http://elpaso.ttuhsc.edu/CmeEvents/
- TTUHSC El Paso Committee on CME Bylaws:
  - http://elpaso.ttuhsc.edu/CmeEvents/Resources/Bylaws
- Accreditation Council for Continuing Medical Education:
  - http://www.accme.org/
Customers

Paul L. Foster School of Medicine Department:
- Anesthesiology
- Biomedical Sciences
- COE in Neurosciences
- Emergency Medicine
- Family Medicine
- Internal Medicine
- Medical Education
- Neurology
- OB/GYN
- Orthopaedics
- Pathology
- Pediatrics
- Psychiatry
- Radiology
- Surgery

Paul L. Foster School of Medicine Offices:
- Center for Advanced Teaching and Assessment in Clinical Simulation
- Office of Diversity Affairs
- Office of the Founding Dean
- Faculty Affairs
- Faculty Development

Affiliations:
- El Paso Children's Hospital
- El Paso Diabetes Association
- Hospice of El Paso
- Texas Perinatal Association
- University Medical Center

https://sharepoint.elpaso.ttuhs.edu/academic/som/cme
Determine Eligibility to Apply for the Provisional Accreditation

Pre-Application Process
Pre-Application Approved on January 13, 2014

Initial Accreditation Process:
1. Self Study Report
2. Evidence of Performance in Practice
3. Initial Accreditation Interview

Accreditation Review Committee provides feedback to ACCME's Decision Committee

Provisional Accreditation Awarded March 20th, 2015

Board of Directors of the ACCME ratifies all accreditation decisions

Recruitment of Senior Director for the Office of CME

Current Organizational Chart
- Provisional Accreditation is granted through March 31st 2017, at that time, we will be eligible for reaccreditation.

- If successful in reaccreditation, we would be eligible for a status of either
  - Accreditation (with a four year term)
  - Accreditation with Commendation (with a six year term).

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**Future goals and directions**

- Development of the only accredited CME body in the region.
  - Bylaws, policies and procedures
  - Web site, cooperation with library committee

- To be in accordance with the mission and vision of the CME office
  - Identification of practice gaps
  - Provision of activities focused on closing the gaps
  - Development of tools to assess efficacy of those activities
Joint Accreditation for Interprofessional Continuing Education

Accreditation Council for Continuing Medical Education (ACCME)
Accreditation Council for Pharmacy Education (ACPE)
American Nurses Credentialing Center (ANCC)
Thank you