Minutes: Faculty Council 09/13/2011


Absent: Drs. Aisner, Alexander, Atabek, Rajput

The minutes from July were approved.

Discussion was held regarding trying to approve the minutes electronically in the future. If this does not work, we will wait until the next meeting. The Council agreed that discussions with the Dean regarding each meeting can proceed without approval of the minutes.

Quorums and committee membership:
Two issues of immediate importance were discussed regarding membership on Standing Committees. The first is the fact that the RWJMS-Camden faculty are now considered Adjunct faculty and thus cannot serve on RWJMS committees that require full faculty titles. This has an immediate effect on many committees, including the Faculty Council. Of particular concern are the committees where student issues are covered (Academic Standing Committee) since our M3 and M4 students continue to train in Camden. It was felt that committees that impact students should retain Camden faculty input. The second issue relates to the decrease in number of preclinical departments and its impact on committee representation.

It was suggested that:
1) The issue of Committee membership should be put on the agenda for the next Faculty Meeting (rescheduled for October 19, 2011) with a plan for addressing issues including representation and numbers of members necessary for quorum.
2) The Administration should consult with the Committee Chairs ASAP to determine at a minimum, what will be required for Committees to function effectively.
3) The Administration should consider implementing an interim policy for the committees to function until the ByLaws are changed.

UMDNJ Senate: Despite efforts to get the procedure for electing representatives for the UMDNJ Senate approved by electronic voting, this did not occur due to the issue of the status of Camden faculty. Thus, the first meeting of the UMDNJ Senate will be held on Sept. 26, without official representation from RWJMS. There will be representation by GSBS at RWJMS, as the GSBS Faculty elected Ann Stock as its Senator, and Nancy Walworth will attend as a member of the FSDIC (the committee organizing the Senate) from RWJMS. As the status of Camden faculty has been addressed, it is expected that electronic balloting for the procedure to elect representation should proceed.

The subcommittee of the faculty council reported on the Draft Policy for Faculty Disciplinary Procedures. The subcommittee had concerns regarding apparent conflicting language regarding the scope and the function of the Disciplinary committee, specifically regarding how to obtain information and whether the committee would have investigatory capabilities. In addition, a discussion was held as to how members of a Disciplinary committee would be appointed. Several suggestions were discussed including amending the ByLaws for a new committee, using the Committee of Review (to provide continuity) and/or creating an Ad hoc committee for each incident. The
suggestion was that a subcommittee from the Committee of Review serve as the core members, with additional Ad hoc members appointed as appropriate for each case. The draft proposal would need to be amended, and brought to the faculty, the Dean, and the legal affairs offices. The comments of the subcommittee would be provided to the Committee of Review as a first step in the process.

The ByLaws require that the Faculty Council meet four times a year. The Council has already met twice, however the September meeting is the first meeting of the Council as an official committee. Future meetings are scheduled for the 2nd Tuesday of December, March and June. Additional meetings will be scheduled on the 2nd Tuesday in any month that issues need to be discussed. The next meeting will be October 11, 2011.

Information regarding the use of the modified official CV format was presented. For this years annual evaluations, the old CV format will be accepted, however the new forms will be required for any promotions or new appointments to go forward.

Under “New business”, several items were brought up that faculty would like discussed either at Faculty meetings or Faculty Council meetings. These include:

1) Ask the administration to provide the faculty with the “Administration Plan” for the basic science department reorganization. With the proposed reorganization of the preclinical departments, the individual departments will be larger. A plan for administrative support for the enlarged departments has not been provided in detail.

2) How does teaching fit in with the departmental reorganization, specifically medical school teaching? Where are the resources and budgets provided for teaching? Who pays for the copying etc-the departments?

3) A Council member raised the issue of promotion criteria for non-tenure track faculty. The Council recognizes that it is the responsibility of the Appointments and Promotions Committee to develop those criteria in accordance with the Bylaws of RWJMS and UMDNJ. What is the responsibility of non-tenure track faculty? How do faculty switch to being tenure-track? Several departments stated that their non-tenure track faculty members were unaware of the expectation of their job description and what is required for promotion. Council members suggested that David August, Chair of the A & P Committee, be invited to the next Faculty Council meeting (October 11, 2011) to discuss the manner in which promotion criteria are communicated to non-tenure track faculty.