

DULUTH CAMPUS FACULTY ADVISORY COMMITTEE (DFAC)

May 5, 2015  
3 pm Rm 162

**\*\*MINUTES\*\* DRAFT**

**Present:** Drs. Ben Clarke, Jon Holy, Emily Onello, Melissa Walls

**Absent:** Dr. Terri Rose-Hellekant

**Guests:** Regional Campus Dean Dr. Paula Termuhlen, Associate Dean of Faculty Affairs, Dr. Ken Wallace

- I. **Call to order** – 3:05 by Clarke.
- II. **Review of minutes** – April 7, 2015. Approved.
- III. **Dean's update** -- Dean Termuhlen
  - a) Dean Termuhlen is continuing to meet people and is focusing on celebrating our successes. She has asked that submissions to the electronic signage throughout the school be sent to herself and to Lori Davis. Photos are desired to help make the boards stand out, and Lori and Dean Termuhlen are determining a process on how to get messages out to visitors and medical school faculty, staff and students.
  - b) Dean Termuhlen has had a meeting with Randy Seifert (Pharmacy) and Josh Hamilton (SCSE) considering if there is an inter/intra-professional strategic plan that can be created for collaborative work. It would help with the development of a new building plan as well.
  - c) The audit completed in October (comprehensive in nature, not just financial) was discussed. The “needs improvement” category was in IT areas mostly. Dr. Alan Johns, in his previous role as Interim Dean, has created and continues to manage an action plan that includes administrative, research, and clinical sensitivity in terms of compliance and support throughout the medical school. AHC staff have been visiting the Duluth campus and providing input as well. Dean Termuhlen is meeting with CFO Pete Mitsch this week to continue conversations and planning. Other areas of concern that the audit highlighted problems with ventilation, that lead to a environmental health and safety systems review. Quarterly reports are being submitted regarding progress made.
  - d) Dean Termuhlen has resurrected a discussion within the school for an Associate Dean of Research position. The timeline of which is hoped for Fall 2015.
- IV. **Old Business** –
  - a) *Faculty data reported to LCME – Alan Johns said he would update. Alan has not done this yet so the remains an OPEN ACTION ITEM.* Discussion included how faculty are counted, numbers of faculty who complete the full mission of the school (service, research, teaching, etc) and how those numbers/reports/historical comparisons affect faculty morale. Dean Termuhlen will discuss this issue with Alan Johns.
  - b) *New non-tenured track statement – distributed for review* Associate Dean of Faculty Affairs Nancy Raymond will be here on May 12<sup>th</sup>, and an

itinerary has been approved by OFA--TC and Duluth parties. Wallace reviewed some of the meetings planned.

- c) *Committee ballot for FY 2016; open slots, designation of candidates, dates of election.* Dean Termuhlen commented that the service obligation at the school is high especially when adding in the Duluth campus, TC campus, UMD, and AHC requests. The committee discussed positions open for the ballot, and hoped the ballot can be open for voting May 18-22. Nominations made for the ballot include:

For Education Council – Dr. Arlen Severson (wishes to remain on)

For University Senate – Dr. Janet Fitzakerley, Dr. Ken Wallace

For at-Large on FAC (2 positions) – all assistant professors at the school who do not also have administrative responsibilities. Ben has agreed to contact those individuals to say that their name has been placed in nomination, and to see who will agree to run on the ballot. Additionally, Dr. Jean Regal and Dr. Les Drewes were nominated for the at-large position.

V. **New/Reviewed Business –**

- a) The Faculty Assembly requested committee reports at May Assembly meeting. This reminder will be sent out to committee chairs by the end of the week.

VI. **Adjourn – 4:02 by Ben.**

Respectfully submitted,  
Jeannette Lang, staff

DR