

Duluth Campus Faculty Assembly
Tuesday, January 27, 2015
DMED 68 – 3:00 PM

****MINUTES****

Faculty Present:

Allen	Drewes	Regal
Beehler	Fitzakerley	Trachte
Bemis	Hellekant	Wallace
Rose-Hellekant	Hovland	Walls
Boulger	Nordgren	Westra
Clarke	Onello	

1. **Call to order** – 3:10pm by Emily Onello
2. **Minutes from previous meeting** – Motion to approve – Regal. Hovland Second. No discussion.
3. **Committee Reports** – discussion as requested
 - a) Jane Hovland – Committee membership request: Academic Freedom & Tenure Committee needs to replace Barb Elliott by the end of the spring semester. She has completed three full consecutive terms and is ineligible to continue. Candidates must be Associate Professor or Full Professor/Tenure Track. Please contact Jane if you have a recommendation.
 - b) Les Drewes – Reminded all that an address by Dean Jackson regarding the State of the AHC will be broadcast this evening and everyone is encouraged to watch on UM Connect.
4. **Old Business**
 - ✓ *Annual Reviews, faculty evaluations and appraisals* – Presentation by Ken Wallace, Faculty Affairs.

Ken summarized the medical school policy regarding faculty review; discussed how various decisions and procedures have been made by the school and/or department; and gave a brief review on merit increase procedures. He reported that Dean Jackson has defined information to be gathered annually and created a template for that data. The CDH has agreed to use that template for annual reviews this year with the caveat that customization by department is expected – generally in the “other” section on the template.

Discussion points:

 - Data collected will be used how?

- Accuracy defined by what endpoints – the directions page seems less than clear; “time commitment” example, “quality” and “attitude” examples.
- Are there metrics we should use for merit increases?
- Can this form be downloaded or is it a form we can simply fill in? (Ruth Westra promised to forward a form that is easy to use.)
- How does this data relate to the CV we are submitting?
- Do we need a school-wide merit committee to address consistency in data collection or use?
- Will the Duluth campus data be compared to the TC? In what way?
- Can/should faculty be empowered to give input and change this if we want?
- Purpose of the data collected should be to communicate value and future positioning for the faculty and the school to multiple audiences.
- Data collected needs to be consistent across the school.
- It’s a “fit bit” example of how do we record our data?
- Where do we record Peer Review data regarding the quality of our teach?
- Metrics could be defined better for use throughout the school.

5. New Business – Tabled due to time constraints

- ✓ *UM Senate seat (replacement for R. Ziegler/P. Ranelli) – tabled from last meeting due to time constraints.*
- ✓ *Review of DFAC Discussion with Dean Johns.*
- ✓ *Discuss transitions for our new Duluth Campus Dean, Dr. Paula Termuhlen*

6. Adjourn – 3:59pm

Respectfully Submitted,
 Jeannette Lang
 Staff