

**Faculty Council Meeting
Meeting Minutes
October 21, 2024**

Timing	Agenda Item	Presenter	Summary of discussion	Action items/Motions/ Votes
4:00-4:10PM	Chair's Remarks and Announcements	Alan Levine Chair of Faculty Council	<p>The chair called the meeting to order at 4:00PM. Dr. Levine reminded everyone that signing into the chat verifies your attendance and ensures that you are a voting member. No official business should take place in the chat.</p> <p>The position of Faculty Council Parliamentarian for this year is still available. Anyone who is interested should contact Dr. Levine.</p> <p>While many members of Faculty Council use their institutional email, and the FIS asks faculty to indicate their preferred email, your preferred email is not being recorded by the Faculty Senate. Please disseminate this information to your departments. Having your Case email forwarded to your preferred email will enable you to stay in communication with the Faculty Senate and the university in general. For now, please forward your email. Dr. Levine, as a member of Faculty Council, brought this to the attention of the Faculty Senate, whose policy remains unchanged and will continue to use the Case email address. The Faculty Council Steering Committee will write the Senate to make this aware of this situation.</p> <p>Dr. Kubu noted that she is required to use CCF email. We need to be in touch with the university, the people we represent, and the university. For now, forward to Case email and proceed to see if the Faculty Senate can be persuaded to use the preferred FIS emails.</p> <p>All of the documents pertinent to the Faculty Council meetings are loaded in the meeting folders in BOX. If you are still experiencing difficulty accessing these documents, please email Joyce Helton at jmh291@case.edu.</p>	

			<p>Documents will be uploaded by Joyce Helton to the Faculty Council Meeting BOX folders and should be received a week prior to the meeting date. This applies to both the Faculty Council Steering Committee and Faculty Council.</p> <p>There are ten monthly Faculty Council Meetings each year. Dr. Levine would like to rotate four of the in-person meetings to the four affiliate hospitals. He is asking for a volunteer from each affiliate to work with him and Joyce Helton to get that arranged. A month needs to be chosen, a room selected, and arrangements made for SOM IT support ensuring the Zoom link works for everyone and we can run the polls. Dr. Levine will be at the affiliate locations to see people face to face with time to chat before the meeting.</p> <p>Going forward, every Faculty Council agenda will end with good and welfare.</p>	
4:10-4:15PM	Remarks by Dean Gerson	Stan Gerson	<p>Dean Gerson is scheduled to deliver the State of the School address on Wednesday, November 6, 10:00-11:30AM, live at Wolstein Auditorium and via Zoom. This will be the first faculty meeting of the fall and will include discussion and productive conversation about the innovation coming out of the school's many centers and institutes. He noted that November 13-15 are the dates for homecoming this year</p> <p>We have experienced an incredibly strong start for training post graduates. All of our applicant pools increased this year which frankly is amazing, and we hope leads to matriculations. We are appreciative of the mountain of time and effort (over 9,000 to review). This is the way we bring quality individuals in. The current PhD class is large this year. Support is needed for IQ sessions as we enter into the fall. Even a few additional folks who partake of preceptorships in IQ sessions may get in touch with anyone in the Med Ed program and help identify an opportunity for you, yourself or pass along to another faculty member.</p> <p>In the recent Faculty Senate Meeting, discussion centered around citations and the confusion regarding how we are referenced and ranked locally, nationally, and internationally when we publish and present. Either CWRU SOM or hospital</p>	

			of interest followed by CWRU SOM. Just including those components will help us uncover 40% of the citations that ought to be attributed to our school but are currently lacking. This was brought forward as an agenda item. All of our peer institutions follow that format.	
4:15-4:17PM	Approval of September Faculty Council Meeting Minutes	Alan Levine	When polled, there were no changes to the September 30 Faculty Council Meeting minutes posted in BOX.	With no objections, the September Faculty Council Meeting Minutes were approved by acclamation.
4:17-4:23PM	Faculty Council Steering Committee Report	Anastasia Rowland-Seymour	<p>Dr. Rowland Seymour gave a brief summary of the October 7 Faculty Council Steering Committee Meeting at which there were no major chair announcements. The committee approved the June Steering Committee Meeting minutes and reviewed an interim chair appointment and eight emeritus appointments which were submitted to the provost with the faculty's favorable recommendation. The outgoing chair of the Steering Committee, Matthias Buck, presented an overview of the Faculty Council Annual report. Dr. Pamela Wearsch outlined the Pathology master's program in more detail and will present their proposal at the October Faculty Council meeting.</p> <p>The logistics of holding Faculty Council meetings at the affiliates is moving forward and Dr. Levine is seeking assistance from individuals from each affiliate institution to assist in making that happen. The proposal changes around the CAPT documents were discussed as was the financial report that happened shortly before the Steering Committee meeting as was the premise whether Faculty Council should have broader conversations about what this means to the SOM.</p> <p>At the end of the Faculty Council Meeting on Monday, October 21, the committee no longer had a quorum, precluding a vote. The Steering Committee, on behalf of Faculty Council, was requested to vote by email on the Program Action Form PAF-PAT-MS Molecular and Cellular Biology of Disease in the interim period between meetings.</p>	<p>Email vote: 8 were in favor, 0 were against, and 0 abstained.</p> <p>The motion is approved.</p>
4:23-4:33PM	Senate/ExCom Report	Elvera Baron	Dr. Baron stated that she would be reporting on only those Faculty Senate updates pertinent to faculty. Dr. Levine noted that the climate survey (which took place six or seven months ago) is publicly available and posted on BOX. The FACE Committee (Faculty Administration Interactions, Co-Governance, and Engagement) was established more than a	

	Senate/ExCom Report (continued)	Elvera Baron	<p>year ago, and focuses on shared governance.</p> <p>Engagement scored poorly on the climate survey. Climate survey discussion will continue through the Faculty Council Steering Committee, and through a Faculty Senate Committee on wellbeing/engagement of which Dr. Levine is a member. There are a number of outlets on campus and at the SOM to discuss this survey. As Faculty Council reviews the climate survey, they should report any concerns or identified hot spot issues important to faculty to Dr. Levine. It is Faculty Council's responsibility to report back to those they represent and bring back issues in which faculty are particularly concerned. We are going to have to review the survey based on more of a majority of our faculty than 3-8% of faculty making decisions. The FACE Committee can address incredibly important issues, which the Faculty Council representatives, who are in touch with the faculty, can bring to their attention.</p> <p>Dr. Levine is on the Faculty Senate Engagement Committee and will ask the person who crunched the numbers if we could be provided the entire distribution.</p> <p>Dr Buck posted a link in chat to the climate survey: https://case.edu/ir/sites/default/files/2024-08/2024_Facult_Climate_Survey_Report_Final.pdf</p> <p>Today Dr. Buck will be presenting Faculty Council's Annual Report. Last month the Bylaws Committee presented their annual report. If the chairs of the standing committee think a former chair could do a better summary, reach out to Dr. Levine to discuss a hand-off to the chair.</p>	
4:33-4:40PM	Faculty Council Annual Report of Activities 2023-2024	Matthias Buck Past-Chair of Faculty Council	<p>Dr. Buck provided an overview of the Faculty Council's activities for the 2023-2024 academic year. They will reach out to the new chair of the Bylaws Committee on the outstanding item of salary guarantee, which did not get resolved last cycle. Faculty Council passed a resolution on P&T proposal to advance to the Bylaws Committee for their feedback then move it on to the CAPT and DCAPT committees.</p> <p>Faculty Council approved the formation of the FACE Committee, and changes in the charge of the Committee on</p>	

	<p>Faculty Council Annual Report of Activities 2023-2024 (continued)</p>		<p>Medical Education & Student Admissions and the Name of the Committee on Students to the Committee on Medical Students Promotion & Advancement (COMSPA). Three new educational programs were approved as well as the department status of the Department of Radiation Oncology at MHMC. Dr. Buck briefly highlighted the motions brought before Faculty Council over the past academic year and their resolutions.</p> <p>In mid-March, Faculty Council voted on the topics for the 3rd Meeting of Faculty with Dean Gerson. Other topics will require follow-ups e.g. Student Organization Survey Results. Dr. Levine will report back later on the task force they formed. The Faculty Council Steering Committee members from last year were thanked for their service.</p> <p>Faculty Council had great attendance for most of the meetings. Dr. Buck thanked the Dean, Nicole Deming, Joyce Helton, and Lila Robinson for working with faculty</p> <p>Dr. Levine noted that there are a number of activities from last year, still undefined, affecting the Bylaws Committee. The Bylaws Committee has a new chair this year and the committee is somewhat new to the Bylaws process. Dr. Buck and Dr. Levine will write to offer the chair of bylaws their attendance, together or in tandem, at the Bylaws meetings. There is a lot of university and Faculty Council history that might assist in the Bylaws Committee moving forward then allowing them to address what was not yet completed.</p>	
<p>4:40-5:03PM</p>	<p>Discussion on APT Reform</p>	<p>Anastasia Rowland-Seymour</p>	<p>Dr. Rowland-Seymour noted that as a living document the APR Reform is constantly changing. As discussed at our last meeting, it was learned from conversations with some of the hospital leaders that some of them were of the opinion that having three tracks was confusing and did not provide a clear path for moving forward in the clinician track. Within the academic track there would be more defined ways that clinicians, educators, and researchers (but not PI's involved in research) would be able to indicate their impact while moving the university forward. This approach appears to be more palatable to a greater number of people and we think that this may actually make the pathways a little bit clearer for people in the academic track to move forward in pursuit of their</p>	

Discussion on APT Reform (continued)

promotion. There still needs to be conversation around how this impacts faculty at the affiliates while being very clear about creating a clear delineation for clinicians and academicians to know how to move forward. While a checklist is not favored, it imperative that there are clear markers as to what constitutes having an impact.

The key message garnered from the APT proposal is that the impact and the meaning of scholarship was found to be confusing, and that it needs to be made clear in the bylaws how we name tracks or pathways. There was also a fair amount of conversation around the influence that the departmental P&T committees have and whether or not there is anything that can, or needs, to be done from a central university standpoint with respect to how promotions are addressed at other institutions.

It was suggested that everyone take a look at the most recent version of the Dean's living document because it is a document about faculty.

The comment was made that it feels like some providers get protected time for teaching and research while other providers or clinicians spend 40 hours seeing patients while being held to the same standards for promotion. Every faculty member should be given some protected time (2-4 hours per week) and mentored and helped so they can do research and/or teaching. If a year goes by and the provider is not doing academic work at all then they lose the protected time that was given to them. Dr. Levine noted that he has received a number of emails that concur.

One of the major objectives of the new APT is to recognize that a national and international reputation is not the only way to contribute to the SOM; this is underscored by faculty comments and emails. Protected time can only be given by the employer/institution; the SOM is not your paymaster. If the affiliates wish to have academicians on their staff, this is a commitment they will need to make. The Dean understands the concerns and appreciates the suggestions coming from education leaders at the affiliates. He has tasked Dr. Levine and Nicole Deming to work together to fuse the two documents. There are some very

	Discussion on APT Reform (continued)		<p>important ideas in the Faculty Council Steering Committee document to incorporate into the Dean’s living document ending up with fusion that addresses as many concerns as possible.</p> <p>The most recent draft will be posted in BOX for review and to share with everyone. Two issues that are key are impact at the SOM (locally) and scholarship. Department chairs need to be convinced to move this forward in a meaningful way. We need to discuss a mutually beneficial arrangement between the clinical institutions and the SOM. Currently, it feels like more of a one-way street with the hospitals not being convinced. Only 4% of clinicians responded to the survey.</p>	
5:03-5:21PM	Approval of Program Action Form PAF-PAT-MS Molecular and Cellular Biology of Disease MS	Dr. Pamela Wearsch	<p>Dr. Wearsch presented the proposed program changes to the Faculty Council Steering Committee. They noted that the changes are not grandiose in scope, but substantive. The Pathology MS programs are basic science degrees that provide additional training for students working toward an advanced degree program (MD, DO, or PhD), US Pathology residency, or employment in the research sector. The core curriculum and the educational mission remain unchanged. The changes that are being made are more strategic.</p> <p>The student demographic consists of employees, post-bacc students (requiring additional preparation for medical school, PhD programs, residency programs, etc.), and part-time. As a culminating experience, there is a Capstone final project which includes a 20-page “review article” written in conjunction with a faculty member. Research papers and case reports are also accepted. Many of their students publish their papers in peer-reviewed journals. Publication is not required but often happens.</p> <p>Four proposals are related to this action form:</p> <p>Proposed revision #1 – Change the degree name from MS in Pathology to MS in Molecular and Cellular Biology of Disease.</p> <p>Proposed revision #2 – (applies to MS-B only) and will replace the PATH 650 course requirement with two new graded courses for the Capstone project (PATH 630/PATH 640).</p>	

	Approval of Program Action Form PAF-PAT-MS Molecular and Cellular Biology of Disease MS (continued)		<p>Grading provides latitude to avoid plagiarism or AI violations. It will allow PATH 650 listing to be used for its intended purpose. Pass/no pass for students is not making much of an impact on their transcript. At the same time pass/no pass does not allow proper credit to students investing a lot of time not getting rewarded for their effort. The grading allows to reward students and be more accountable.</p> <p>Proposed revision #3 – (applies to MS-A only) will allow MS-A students to have the same options for the Molecular & Cellular Biology course requirement as the MS-B students. Provides career support (MCAT prep) and will boost enrollment.</p> <p>Proposed revision #4 – (applies to MS-B only) request to participate in the CBM (Combined Bachelor’s/Master’s Dual Degree Program). In essence, this proposal is simply requesting that we provide the same Cell and Molecular Biology course options for the MS-A students that are already approved and offered for the MS-B students. The Healthcare and Research Tracks are a way to appeal to students with different career directions.</p>	<p>A motion was made and seconded by Faculty Council members to approve the Program Action Form PAF-PAT-MS Molecular and Cellular Biology of Disease MS</p> <p>At this time Faculty Council no longer has a quorum so a vote cannot be recorded.</p>
5:21-5:22PM	New Business		<p>Dr. Levine has received the names of volunteers who will assist in the Faculty Council site meeting: Sheronica James – CCLCM, Janice Lyons – UH, Calen Frolkis – MHMC. A volunteer for the VA is still required.</p> <p>When polled, there were no other new business topics to be addressed.</p>	
5:22-5:26PM	Good and Welfare		<p>Dr. Levine wanted to recognize and say thank you to Jason Tall for working with the students (mentored 7) that applied for the ASP grant student run pop clinic at various institutions.</p> <p>Dr. Levine asked Faculty Council to take a moment of silence in remembrance of Dr. Robert Salata, a great mentor and researcher, who passed away 5-6 weeks ago.</p>	
5:26PM	Adjourn		There being no further agenda items to be addressed, the chair adjourned the meeting at 5:26PM.	

Present

Robert Abouassaly
Joshua Arbesman
Blaine (Todd) Bafus
Stephanie Barnes
Elvera L. Baron
Kavita Bhatt
Hulya Bukulmez
Matthias Buck
Adrienne Callahan
Wayne Cohen-Levy
Patrick Collier

Nadim El Chakhtoura
Calen Frolkis
Lisa Gelles
Stan Gerson
Ramy Ghayda
Keshava Gowda
Emily Hamburg-Shields
Andrew Harris
Maeve Hopkins
Sheronica James
Venkatesh Kambhampati

Hung -Ying Kao
Gaby Khoury
Camilla Kilbane
Qingzhong Kong
Jennifer Li
Shawn Li
Susan Linder
Janice Lyons
Tani Malhotra
Claudio Milstein
Michael Moffitt

Rebecca Obeng
Sarah Ondrejka
Elizabeth Painter
Cyrus Rabbani
Abigaill Raffner (Basson)
Rania Rayes-Danan
Deven Reddy
Ann Rivera
Anastasia Rowland-Seymour
Ben Schwan

Hemalatha Senthilkumar
Paul Shaniuk
Demetre Serletis
Bryan Singelyn
Simi Singh
Michael Staudt
Phoebe Stewart
Gregory Videtic
Scott Williams
Raed Zuhour

Not Present

Mohammad Ansari
Bahar Bassiri Gharb
Corinne Bazella
Maura Berkelhamer
Melissa Bonner
Francis Caputo
Andy Chen
Thomas Collins

Marta Couce
Meelie DebRoy
Mackenzie Deighen
Jeremiah Escajeda
Jessica Fesler
Rachael Gowen
Amy Hise
Jason Ho

Vanessa Ho
Eric W. Kaler
Sadashiva Karnik
Sandeep Khanna
Christina Krudy
Bret Lashner
Stephen Leb
Alan Levine

Ang Li
Lia Logio
David Ludlow
Dan Ma
Raman Marwaha
James Martin
Amy McDonald
Christopher McFarland

Gillian Michaelson
Neal Peachey
Elizabeth Rainbolt
Tamer Said
Matthew Sikora
James (Jim) Strainic
Nami Tajima
Patricia Taylor

Others Present

Nicole Deming
Trish Gallagher

Joyce Helton
Vijaya Krishna Kosaraju

Cynthia Kubu
Lila Robinson

Kiaomei Song

Pamela Wearsch

**Faculty Council Meeting
Draft Meeting Minutes
September 30, 2024**

Timing	Agenda Item	Presenter	Summary of discussion	Action items/Motions/ Votes
4:07-4:25PM	Welcome and Chair's Announcements	Alan Levine Chair of Faculty Council	<p>The chair called the meeting to order at 4:07PM. Dr. Levine provided an overview of Faculty Governance in the School of Medicine. He explained the membership, roles and responsibilities of Faculty Council and the Faculty Council Steering Committee. The Steering Committee is responsible for reviewing chair appointments for academic status (not their clinical capability), sabbatical requests and emeritus appointments. The SOM and the affiliates are represented on both Faculty Council and the Steering Committee</p> <p>The Faculty Council agenda is created by the Steering Committee and distributed a week in advance of the Faculty Council Meeting. Materials pertinent to the Faculty Council meeting will be posted in box for review prior to the meeting.</p> <p>Dr. Levine reminded the members that the most important message for today, and all year, is communication. Faculty Council members represent a faculty of 3,000. It is suggested that Faculty Council representatives solicit department feedback or input before and after the Faculty Council meeting</p> <p>Robert's Rules of Order is followed for all meetings. Those wishing to speak should raise their hand in Zoom. Chat side conversations will not be considered official business. First time speakers will get precedent. Participation is essential for effective faculty governance in the SOM.</p>	
4:25-4:31PM	Faculty Council Steering Committee Report	Anastasia Rowland-Seymour	<p>Dr. Rowland-Seymour presented an overview of topics discussed at the October 7 Steering Committee Meeting. Dr. Adrienne Fletcher presented the engagement survey noting that the goal is to have meaningful conversations around the</p>	

	Faculty Council Steering Committee Report (continued)		<p>data with small groups data specific to affiliate hospitals. It was suggested that it would be beneficial to form a committee to address issues of engagement within the institutes. Previously it has been fairly low; improvement of overall engagement is crucial to success. Note added to minutes by Dr. Levine: The FC last year approved the ad hoc FACE, which will address engagement and the climate survey.</p> <p>Chair appointments and emeritus applications were reviewed and sent on to the Dean with recommendations. Piet de Boer present the annual Bylaws Report, and the Genetics Department Computational Genomics Medicine MS was presented by Dr. Ashleigh Schaffer. An update from Dr. Levine and Dr. Rowland-Seymour was given on the proposal to introduce the academic education track to Faculty Council. This was voted on and approved. The Dean was not fully supportive of an academic education track, and it was suggested that it was important to solicit the input of the hospital education leaders and discuss whether it was well received.</p> <p>There was some discussion with hospital education leaders around the non-tenure academic track. How to educate faculty on how to get promoted and document the different career paths with clear criteria to navigate the promotion process. The Dean did not favor a promotion checklist. He did agree that clinicians need a chance of promotion that does not need 15 eternal referees. There was some discussion that all departmental CAPT may not be equivalent. Consideration may be needed when it comes to determining who the members are who make up these committees, and to educate the DAPT on our new philosophy.</p> <p>The agenda for the September 30 Faculty Council Meeting was created and approved. Three department chairs were approved, and acting chairs approved by email.</p>	
4:31-4:32PM	Senate/ExCom Report	Elvera Baron	Dr. Baron was unavailable to present the senate ExCom Report to Faculty Council today.	

4:32-4:40PM	Proposal to Hold Hybrid Faculty Council Meetings for 2024-2025	Alan Levine	<p>Dr. Levine stated that he prefers in-person and an informal setting for the Faculty Council meetings. While he is a huge advocate of the hybrid meeting, he understands that some of the five sites we represent are located some distance from main campus. Driving to and from the Faculty Council meeting can be difficult for many of our Faculty Council members who have full schedules and can't spare the travel time. Dr. Levine is seeking approval from Faculty Council to have hybrid Faculty Council meetings each month. He then opened the floor for discussion.</p> <p>A clinician noted that it would be really challenging to physically get to the location of the meeting. Members who are attending via Zoom have equal inclusion in the meeting, even if not physically present. The ratio of in-person to Zoom participants is 1-10.</p> <p>Conference Room T501 has been reserved for the entire semester. Dr. Levine is willing to drive to CCF, UH, MHMC and the VA for the Faculty Council meeting if we can determine the logistics of an in-person and Zoom meeting at the various sites.</p> <p>It was suggested that Faculty Council meetings could rotate between the affiliate hospitals providing leadership with an opportunity to meet faculty from different institutions.</p> <p>One volunteer from each institution could assist as a point person working with us to find a room, get IT support, etc. The dates for Faculty Council are set for the academic year and are listed here: November 18, December 16, January 27, February 17, March 24, April 28, May 19 and June 23. All Faculty Council meetings are held on Mondays, from 4:00-5:30PM. The goal is to begin these hybrid meetings in November. Anyone wishing to volunteer as point person for their affiliate should contact Joyce Helton at mh291@case.edu.</p>	<p>A motion was made to propose to hold hybrid Faculty Council Meetings in-person (on campus or at an affiliate) and via Zoom.</p> <p>Vote: 37 were in favor, 6 were against, and 3 abstained.</p> <p>The motion is approved.</p>
4:41-4:42PM	Approval of June 17 Faculty Council Meeting Minutes	Alan Levine	When polled, there were no modifications to the June 17 Faculty Council Meeting minutes.	With no objections, the June 17 Faculty Council Meeting Minutes were accepted by general consensus.

4:42-4:48PM	Dean's Announcements	Stan Gerson	<p>Dean Gerson welcomed the Faculty Council members to a new academic year. This afternoon the Faculty Senate discussed October 7 and the policies and procedures in place for the university.</p> <p>Many have been involved in the LCME preparations and were active in the mock site visit; most departments and their chairs had representation. It's a huge lift in activity related to our medical education program. Three tracks, all of which are critical, are of paramount importance. Likewise, more than 80 people were involved from the NCI Cancer Center; we were exceptional on our last review (7-year renewal). Chatter was remarkably positive and we appreciate the many departments across the institution for their participation. We have opened up a study space for our grad students in Robbins next to the Nutrition kitchen. That has been well received and very active. We have also moved seven of our faculty from the Department of PQHS and the Center for Community Integration to a midtown location. This provides for a remarkable close engagement with the Hough neighborhood and will facilitate our research program with the community which will be expanding over the next six months.</p> <p>The Distinguished University Professor nominations have opened and are restricted to the professorial level of tenured professors. Nominations should be sent to the Dean.</p> <p>As faculty further assess the propositions that have been proposed for the adjustment of the appointment, promotion, as well as tenure, approach, tracks and otherwise, the Dean hopes that it leads to a fruitful dialogue in the near future.</p> <p>This fall we look forward to the 20th celebration for the National Center for Medicine. The state of the school is scheduled to take place in November.</p>	
4:48-4:49PM	Presentation of Diversity, Equity and Inclusive Excellence Survey	Adrienne Fletcher, Vice Dean of DEIE	Dr. Fletcher was unavailable for today's meeting. She will be added to a future Faculty Council agenda.	

4:49-5:00PM	Annual Bylaws Report	Piet de Boer	<p>Dr. de Boer, past chair of the Bylaws Committee, presented the annual Bylaws Committee report for 2023-2024.</p> <p>The committee reviewed proposal amendments to the bylaws of the Faculty of Medicine and their compliance and consistency with the faculty handbook and the bylaws itself and made recommendations concerning such proposed amendments to the Faculty Council.</p> <p>The Bylaws Committee consists of six voting faculty members, and Nicole Deming from the Office of Faculty Affairs. The committee met ten times from September through June. A number of issues were identified by themselves and others were brought before the committee by the Faculty Council Steering Committee, Office of Faculty standing committees, the Dean, Vice Dean for Medical Education, Associate Dean for Admissions, and/or other SOM faculty members.</p> <p>Several of the issues addressed were a Faculty Council request to generate a section for the bylaws prompting the NEC to make efforts to ensure that at least two basic science and at least two clinical department faculty members serve on the Faculty Senate.</p> <p>Faculty Council requested that the Bylaws Committee generate bylaws language to include faculty input in the 5-year appraisal/reappointment process of all SOM academic department chairs. Lacking sufficient knowledge on the appraisal/reappointment process, the Bylaws Committee members felt unqualified to do so and recommended that the Faculty Council and the Dean collaborate on generating appropriate precise language for future scrutiny by the committee.</p> <p>A request was made for the Office of Faculty to include the special faculty category of research in the Faculty of Medicine Bylaws. The Bylaws Committee collaborated with the Committee on Medical Education, the Medical Student Admissions Committee, and the Committee on Medical Student Promotion and Advancement to modify their charges in harmony with bylaws prescriptions. The Committee on</p>	
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	Annual Bylaws Report (continued)		<p>Medical Students changed their name to the Committee on Medical Student Promotion and Advancement.</p> <p>The committee was asked to generate new tenure salary guarantee language for article 5.7. As this was not a trivial task and required additional research, the committee hopes to have it finished by this fall or next spring. The committee also spent quite a bit of time collaborating with other standing committees on medical education.</p> <p>Thomas Collins is the new chair of the Bylaws Committee. Dr. Levine thanked Dr. de Boer for his conscientious service last year, and thank Dr. Collins for assuming this important chair.</p>	
5:00-5:17PM	Genetics Department Computational Genomics Medicine MS	Ashleigh Schaffer (Genetics and Genome Sciences)	<p>Dr. Schaffer explained that this program has been evaluated by the Program Review Committee, chaired by Nick Ziats; and members and leaders in their graduate program. It now comes to Faculty Council for approval and advancement to the Dean, Faculty Senate, and some go to the state for approval. This proposal has been in the works for a long time. There have been several modifications in personnel in administrating the program.</p> <p>The main goal of the program is to train students in abilities to be used in a clinic for diagnostic testing, or other tests performed in genomics labs, beyond the sequencing of DNA.</p> <p>Dr. Schaffer went over the core course classes preexisting in the department, along with the courses, instructors, and the topics they would cover. There would be 9 credits in spring and fall for the program. Students will be provided with the opportunity to interview at different labs to decide which one they want to work in to facilitate their choice.</p> <p>They expect to enroll 6 students in this program in its first year and increase to 8 students in the second year, and 10 students per year in the third year and beyond, which is a sustainable enrollment, based on projected availability of lab space. Dr. Schaffer provided a breakdown of the students and their affiliated schools.</p>	

	Genetics Department Computational Genomics Medicine MS (continued)		<p>For now, Dr. Shaffer is taking the lead for the Office of Education so there will be an admissions committee and will be program director until a new director can be appointed.</p> <p>This program will be advertised to increase diversity, equity and inclusion. Faculty in the department can serve as mentors in their research years.</p> <p>Students will be trained on how to be a good scientist and how to understand papers in genetic literature, and learn what are the significant bumps and knowledge needed to be filed for their thesis.</p>	<p>A motion was made and seconded to approve the Genetics Department Computational Genomics Medicine MS.</p> <p>The vote was not official because Faculty Council no longer had a quorum.</p>
5:17-5:18PM	New Business		When polled, there were no new business items to address.	
5:18-5:22PM	Good and Welfare		<p>Dr. Levine noted that faculty will continue to be involved in the LCME process. Many were probably already involved in the mock process. Dr. Logio will keep everyone on Faculty Council fully involved in this important process.</p> <p>Faculty celebration programs are being held at the SOM. Dr. Kubu noted that these annual events recognize accomplishments (appointments, emeritus, endowed chairs, etc.) She encouraged everyone to attend next year; the save-the-date announcements will be sent out early.</p> <p>Forty people were nominated, by multiple faculty, for the annual faculty awards. Awardees were: Usha Stiefel for the Faculty Mentor of the Year Award; and Ye-Fan Glavin for the Diversity Award. There were two Star Award recipients this year: Amit Gupta and Gilles Pinault.</p>	
5:22PM	Adjourn		There being no further agenda items, the chair adjourned the meeting at 5:22PM.	

Present

Robert Abouassaly
Joshua Arbesman
Blaine (Todd) Bafus
Stephanie Barnes
Kavita Bhatt
Hulya Bukulmez
Matthias Buck
Adrienne Callahan
Wayne Cohen-Levy
Patrick Collier
Nadim El Chakhtoura

Jeremiah Escajeda
Jessica Fesler
Calen Frolkis
Lisa Gelles
Stan Gerson
Ramy Ghayda
Keshava Gowda
Andrew Harris
Amy Hise
Maeve Hopkins
Sheronica James

Venkatesh Kambhampati
Hung -Ying Kao
Sadashiva Karnik
Camilla Kilbane
Qingzhong Kong
Bret Lashner
Stephen Leb
Alan Levine
Jennifer Li
Shawn Li

Susan Linder
Lia Logio
Tani Malhotra
Raman Marwaha
Amy McDonald
Claudio Milstein
Rebecca Obeng
Sarah Ondrejka
Elizabeth Painter
Cyrus Rabbani

Rania Rayes-Danan
Ann Rivera
Anastasia Rowland-Seymour
Hemalatha Senthilkumar
Paul Shaniuk
Demetre Serletis
Phoebe Stewart
Patricia Taylor
Scott Williams
Raed Zuhour

Not Present

Mohammad Ansari
Elvera L. Baron
Bahar Bassiri Gharb
Corinne Bazella
Maura Berkelhamer
Melissa Bonner
Francis Caputo
Andy Chen

Thomas Collins
Marta Couce
Meelie DebRoy
Mackenzie Deighen
Rachael Gowen
Jason Ho
Vanessa Ho
Eric W. Kaler

Sandeep Khanna
Gaby Khoury
Christina Krudy
Ang Li
David Ludlow
Janice Lyons
Dan Ma
James Martin

Christopher McFarland
Gillian Michaelson
Neal Peachey
Elizabeth Rainbolt
Deven Reddy
Tamer Said
Ben Schwan

Simi Singh
Bryan Singelyn
Michael Staudt
Matthew Sikora
James (Jim) Strainic
Nami Tajima
Gregory Videtic

Others Present

Nicole Deming
Piet de Boer

Elizabeth Fehsenfeld
Patricia Gallagher

Joyce Helton
Cynthia Kubu

Nona Nichols

Lila Robinson

This program action form is requesting four changes to improve operations; the program curriculum and learning outcomes are essentially unchanged.

Change #1: Add descriptive details to the MS Program's name

The Pathology MS programs are basic science degrees that provide additional training for students working towards a doctoral degree program (MD, DO, or PhD), US Pathology residency, or employment in the research sector. The core curriculum has always been and will continue to be:

- Molecular and Cellular Biology (PATH 475 or IBMS 455/IBMS 453)
- Basic Pathologic Mechanisms (PATH 510)
- Culminating experience (Capstone project for MS-B and thesis for MS-A)

The remaining credits are earned through elective coursework from our department [immunology (PATH 416, PATH 465, PATH 466), infectious disease (PATH 481), cancer biology (PATH 520, PATH 418), neurodegeneration (PATH 444, PATH 555), histology (PATH 412, PATH 523), international health (INTH 401)] plus basic science electives from other CWRU Departments [Biochemistry, Biology, Physiology, Anatomy, Neuroscience]. The MS-B Capstone project is a 20-page review article on the Molecular Basis of Disease, and the MS-A degree involves a basic science research project. About 50% of our students do laboratory research (required for MS-A; optional extracurricular for MS-B).

Request

Expand the name of our MS degree to “Molecular & Cellular Biology of Disease”.

Justification

At the time of inception, the MS degree program was named after the sponsoring department (Pathology). This field is defined by the Oxford Dictionary as “the science of the causes and effects of diseases, especially the branch of medicine that deals with the laboratory examination of samples of body tissue for diagnostic or forensic purposes”. Subdivisions of pathology include clinical pathology, anatomic pathology, and experimental pathology. Of these three, experimental pathology describes the basic science branch that is less well-known or less understood by the general public. In other words, the standalone use of the word “pathology” will generally bring to mind some notion of a medical discipline (autopsy, biopsy, blood testing, etc).

Although our Master's program is often used as a stepping stone for healthcare careers, the curriculum does not involve any aspect of clinical training. There is, therefore, a significant disconnect between the program's branding and curricular focus. The primary effects are:

- 1) False leads: The Pathology MS Program receives many inquiries from individuals who are searching the internet for Pathology Residency Programs, Pathologist Assistant Programs, and Speech Pathology Programs. We respond to all inquiries as a courtesy, but needless to say, it's a waste of time for everyone involved. This could be avoided by creating a program name that is more descriptive.
- 2) Ineffective marketing campaigns: We use the Slate system to run “ad hoc” email campaigns throughout the year. These automated communications are sent to MCAT test-taker lists, GRE test-taker lists, and other databases and are the primary tool for generating a pool of prospective students. There are two important strategies for effective marketing. First, we must generate an email subject line that stimulates the recipient to open the email. Second, we must generate concise content to hold the attention of our Gen Z target audience. Through these campaigns, we try to reach all pre-meds who are

looking for gap year programs (MCAT list) as well as research-oriented candidates with a scientific interest in Immunology, Infectious Disease, Cancer Biology, or Neurodegeneration (GRE list). However, UMC (University Marketing and Communications) requires that “MS in Pathology” be used in the subject line. We are unable to quantify the percentage of our target audience that immediately deletes our emails, but it stands to reason that this would be done by ...

- a) Anyone who gets the wrong impression that we are a clinical program.
- b) Pre-med students who prefer other medical specialties, but presume that the curriculum is Pathology-heavy.
- c) Pre-med students who are looking for foundation coursework in the biomedical sciences(e.g., Molecular Biology, Cell Biology, Immunology, etc), but don't understand that we offer that.
- d) Research-seeking candidates who aren't familiar with experimental pathology or the basic science expertise of our department (immunology, infectious disease, cancer, neurodegeneration).

Under the label of “MS in Pathology”, we are not connecting with a significant percentage of the pre-med target audience. Even worse, we are misrepresenting ourselves to the vast majority of contacts on the GRE list. The name “MS in Pathology” resonates most effectively with “Pre-Residency IMGs”, but they are not reachable through an MCAT or GRE list. Even if an individual opens our emails, it's not a quick read, and interest can trail off. Lengthy copy is needed to establish our identity as a basic science program, explain the career benefits (healthcare and research), advertise core coursework in molecular and cellular biology, and highlight the areas of department expertise (immunology, etc.). By adding the descriptor “Molecular & Cellular” to “Pathology”, we brand ourselves as a basic science program, reach a broader audience, and need less space to describe our program within an email body.

- 3) For the same reasons as above, an “MS in Molecular & Cellular Biology of Disease” will be more representative of a graduate's education on their CV. This feature will aid future employers or selection committees.

The proposed change also follows precedent for adding descriptors to the names of SOM gap year programs (Applied Anatomy by the Anatomy Department; Medical Physiology by the Physiology Department).

The proposed name change was derived from our core coursework (Molecular & Cellular Biology and Basic Pathologic Mechanisms). It is also an appropriate description of the MS program's elective coursework, which focuses on the molecular and cellular basis of disease (immunology, infectious disease, cancer biology, neurodegeneration, histology).

Change #2 (applies to MS-B only): Replace the PATH 650-course requirement with two new graded courses for the Capstone project (PATH 630/ PATH 640)

The culminating experience for the MS-B non-thesis degree option is a Capstone project. Students identify a scientific topic relating to the molecular and cellular basis of disease, identify a faculty mentor for guidance, read between 40-80 scientific research articles, and write a 20-25 page review paper. The project is pursued over the course of two semesters, so students registered for PATH 650 twice.

Request

For the Capstone project, replace the P/NP course requirement (PATH 650) with a graded course requirement (PATH 630/ 640).

Justification

Since the inception of the MS Program, students registered for Independent Study (PATH 650) while working on the Capstone project. The SIS description of PATH 650 states, "Laboratory rotation experience in a selected faculty research laboratory designed to introduce the M.S. student to all aspects of modern laboratory research including the design, execution and analysis of original experimental work". It is unknown how or when the practice of using PATH 650 for the Capstone project came about.

In late 2022, we created replacement courses called PATH 630 (Capstone semester I) and PATH 640 (Capstone semester II). The rationale was three-fold. First, the PATH 650-course activity did not match the SIS descriptor. One consequence of the misuse was that students couldn't register for PATH 650 for its intended purpose (laboratory research). Second, many students were not intimidated by the P/NP system, so the submission of late and/or substandard work was very common. Papers would commonly go through 2-4 rounds of grading and revision to meet the thresholds for a passing grade; this process is extremely labor-intensive for faculty graders and could be avoided with greater student accountability. Third, the P/NP grading system didn't allow flexibility to apply plagiarism penalties that were commensurate with the degree of violation. A no-pass grade for PATH 650 meant that a student with ~28 credits would not receive the MS degree, so it took tremendous faculty effort to moderate the above issues.

The replacement courses (PATH 630/ PATH 640) are graded, so students are generally more conscientious about course expectations. Those who submit high-quality work and meet deadlines are rewarded, and students who submit lower-quality and/or late work are given appropriate marks. Of equal value, PATH 630/640 oversight takes about a third of the faculty effort that was needed for PATH 650.

We emphasize that the replacement of PATH 650 with PATH 630/640 did not alter the Capstone assignments and expectations - only the grading system and faculty effort. This replacement also allows the PATH 650-course listing to be returned to its intended purpose - laboratory research.

Change #3 (applies to MS-A only): Allow MS-A students to have the same options for the Molecular & Cellular Biology course requirement as the MS-B students.

Request

Current MS-A requirement for Molecular and Cellular Biology

- IBMS 455/ IBMS 453

Proposed change for MS-A requirement for Molecular and Cellular Biology (pick one)

- PATH 475
- IBMS 455/ IBMS 453

Justification

Due to our dual identity as a clinical and research department, the MS-B program (self-funded and full-time) was developed as a post-baccalaureate program for students who are building their credentials for healthcare (medical school, Pathology residency) or research careers (PhD programs and pharma/ biotech employment). Molecular & Cellular Biology coursework is a required component for the MS degree, reflecting its fundamental importance for the study of pathology, immunology, cancer biology, neurodegeneration, and many other biomedical sciences.

Historically, MS-B students are given two choices for the Molecular & Cellular Biology requirement. PATH 475 was created for the Pathology MS program. The course covers core concepts with an emphasis on clinical

correlations. TAs lead an optional, weekly MCAT session to review high-yield topics and do practice questions. PATH 475 is the recommended course for students pursuing healthcare careers. In contrast, students pursuing research careers are directed to the first-semester BSTP courses (IBMS 455/ IBMS 453), which are focused on core concepts plus scientific literature and experimental design.

Participation in the MS-A program is reserved for full-time research assistants who are using CWRU tuition benefits to study part-time. The MS-A program pre-dates the MS-B program, and the research thesis-based MS-A requirements were originally designed to follow those for the Pathology PhD students. This includes IBMS 455 (Molecular Biology), IBMS 453 (Cell Biology), PATH 510 (Basic Pathologic Mechanisms), and a department seminar (1 unit of PATH 511 or 512).

The MS-A program has been mutually beneficial; enrollment sustains graduate program and course enrollment for the Pathology Department, and employees earn a Master's degree for free. The proposed change would increase MS-A enrollment and/or better serve the MS-A students by adopting the same philosophy as our MS-B program. Over the last six years, the breakdown for MS-A career plans has been ~70% research and ~30% medicine. The majority of part-time student/employees work as Research Assistants as part of a long-term research career. The IBMS 455/ IBMS 453 Molecular and Cell Biology series is therefore ideal for their career development. It is also quite common for individuals to work as Research Assistants before applying to medical school (so-called gap years). These individuals would be better served by the PATH 475 Molecular and Cellular Biology course requirement which integrates clinical correlations and MCAT prep. Making this change would also increase enrollment in the MS-A program by pre-med CWRU employees.

In essence, this proposal is simply requesting that we provide the same Cell and Molecular Biology course options for the MS-A students that are already approved and offered for the MS-B students.

Current MS-A requirement

- IBMS 455/ IBMS 453

Current MS-B requirement (pick one)

- PATH 475
- IBMS 455/ IBMS 453

Proposed change for MS-A requirement (pick one)

- PATH 475
- IBMS 455/ IBMS 453

Change #4 (applies to MS-B only): Request to participate in the CBM (Combined Bachelor's/ Master's Dual Degree Program).

EXPECTED OUTCOMES: The program prepares graduates to enter the field of clinical molecular diagnostics with a background and practice in molecular science, testing techniques, research, and laboratory management.

Dept. of Pathology
Proposed MS Program Changes

Quick Overview and History

MS-B

MS-A

Inception date

?

2013

“Culminating experience”

Thesis

Capstone project

Student demographic

Employees

Post-bacc

students*** **** Students requiring additional preparation for medical school, PhD programs, residency programs, etc.*

Part-time

MS-A Degree Requirements

Research Track

Cell & Molecular Biology 6 cr

IBMS 455/453

Basic Pathologic Mechanisms 4 cr

Thesis Research 12 cr

Pathology Seminar 1 cr

Open Electives 7 cr

Total 30 credits

MS-B Degree Requirements

Healthcare Track

Cell & Molecular Biology 3 cr

PATH 475

Basic Pathologic Mechanisms 4 cr

Capstone Project (PATH 650) 3 cr

Concentration Elective 3 cr

Open Electives 17 cr

Total 30 credits

Research Track

Cell & Molecular Biology 6 cr

IBMS 455/453

Basic Pathologic Mechanisms 4 cr

Capstone Project (PATH 650) 3 cr

Concentration Elective 3 cr

Open Electives 14 cr

Total 30 credits

Capstone Final Project

- 20-page “review article” written in conjunction with a faculty mentor
- Research papers and case reports are also accepted



**Many of our students
publish their papers in peer-reviewed journals!**

Proposed Revision #1

Change the degree name from MS in Pathology to MS in Molecular & Cellular Biology of Disease

Based on requirements: Molecular and Cellular Biology, Basic Pathologic Mechanisms, and the Capstone (Molecular & Cellular Basis of Disease)

Rationale:

Frequent confusion with clinical programs

Align program branding with program curriculum

Title on diploma/ CV is more representative of basic science

degree

Proposed Revision #2

For the Capstone project, replace the P/NP course requirement (PATH 650) with a graded course requirement (PATH 630/ 640).

PATH 650: Independent study (supposed to be used for laboratory research; flexible credits)

PATH 630: Capstone semester I (1 cr)

PATH 640: Capstone semester II (2 cr)

Rationale: Grading provides latitude for plagiarism or AI violations

Allows PATH 650 listing to be used for its intended purpose

Proposed Revision #3

Allow MS-A students to have the same options for the Molecular & Cellular Biology course requirement as the MS-B students.

Current MS-A requirement for Molecular and Cellular Biology

- IBMS 455/ IBMS 453

Proposed change for MS-A requirement for Molecular and Cellular Biology (**pick one**)

- PATH 475
- IBMS 455/ IBMS 453

Rationale: Career support (MCAT prep)/ boost enrollment

Academic readiness for IBMS 455/ IBMS 453

Reduce burden on BSTP and SGS

Proposed Revision #4

(Applies to MS-B only): Request to participate in the CBM (Combined Bachelor's/ Master's Dual Degree Program).

Rationale: Recent requests from CWRU undergraduate students

Summary of Past Resolutions of Faculty Council: Many initiated by Matthias Buck as Chair Elect and Chair, FY 2022-24 & status (document from July'24: update pending).

Unless noted – resolutions passed by a wide margin and are listed chronologically

17th. Oct. 2022 Support for Faculty Development Activities: Resolution that “Office of the Dean/Faculty of Medicine to establish an endowment fund to offset costs for SOM faculty interested in taking faculty development courses.”

No activity, as far as MB knows.

12th. Dec. 2022 Resolution re. extraordinary workload for CAPT, admissions committee and FC Chair: “SOM Faculty Council supports recognizing the extraordinary service workload of the Faculty Council Chair and certain Standing Committee chairs via financial supplements and requests that the Faculty Senate: (1) consider the feasibility of a creating university-wide mechanism for providing and/or facilitating such incentives; and (2) review Section III of the Faculty Handbook with respect to current practices of providing administrative supplements and whether this section should be amended to match current practice.”

Outgoing Senate Chair, 12th. May 2023 reply to Dean and FC Chair “The Handbook provides wide latitude for deans to make determinations germane to their budgets and so the senate would be overstepping their bounds if they were to attempt to overturn the will of the dean of the school of medicine on this matter.” No action by Dean to date.

18th. Sep. 2023 Resolution regarding format of FC meetings: Three options were presented “A) All hybrid with every third meeting hosted at an affiliate (on average), B) Alternating Hybrid only every ~2nd time, i.e. Sept, Nov, Feb, Apr, June and rotate? (CWRU, Metro, UH/VA, CCF) C) Zoom only. This failed: Initial votes had A) and C), so option B) was eliminated, final vote was for C”

18th. Sep. 2023 Resolution to have a 2 year ad hoc committee: “FC to establish an ad hoc committee on Faculty-Administration Interactions, Co-governance and Engagement [a.k.a. FACE] with the composition, charge and deliverables, as presented in the charge.”

The committee covered some of the topics mentioned in the charge and will transition chairmanship from Chair Elect to someone else.

20th., Nov. 2023 Annual SOM Report: “Faculty Council asks the Dean’s Office to work with and provide resources to Central Marketing Communications to publish an annual report on the SOM and which engages and recognizes Faculty and Staff in addition to the other stakeholders.” {ancillary request “Bi-annual Medicus should be made available to all faculty and staff/have downloadable pdf on website}

Dean asked to delay annual report due to central looking for new marketing director (finally announced 7/15/24).

20th., Nov. 2023 Support for Awards and Nominations Committee. Resolution that “the SOM provide the Awards Committee administrative support sufficient to develop and maintain a robust, as well as aspirational, awards and honors program.”

No follow up yet from the Dean’s office.

22nd, Jan. 2024 Chair appraisal matter: Resolution to add to Bylaws providing “anonymous input by the primary faculty at least every five years into the appraisal of their department chair, the results of which will be communicated to the SOM Dean and/or Senior Associate Deans (at

affiliates). This would apply to all SOM academic chairs." Asking Faculty Affairs office to implement following Case School of Engineering/Dept. of Nutrition Model.

Sent to Bylaws Feb, 7th., reply from Piet De Boer Feb. 16th. with clarifying questions, delayed at Dean's request, MB emailed Piet June 28th.: 2 emails one adding the FC chair should see summary, as is stipulated for 10 yr Dept. reviews, second answering the committee's questions. No reply yet.

22nd, Jan 2024 Chairs meeting matter (formerly clinical chairs meeting as group with Dean). Resolution to "to conduct a survey amongst all FC clinical department representatives concerning communications between academic chairs to find out whether there is a desire to
A) meet as a group of academic chairs within an institution (e.g. council of clinical science chairs)
B) meet with their discipline-specific counterparts at other institutions in order to discuss academic and educational issues".

This failed by a considerable margin- Chair failed to see that this was politically awkward for clinical faculty to conduct survey/ask their chairs. MB suggests to have it written into bylaws as one of the responsibility of a chair.

18th. March 2024 Resolution re. salary guarantee "
Delete entirely the current languages in Section 5.7. in SOM Bylaws, re. the Tenure Guarantee. Replace with the following:

- a. The award of tenure for faculty of the School of Medicine is accompanied by a guarantee of base salary that is equal to at least the CWRU based salary commitment from the previous year.
- b. When a faculty member switches departments (which may reflect a change of employers), their new salary will be negotiated with the Dean of the SOM and the chair of the desired department based upon the faculty member's presumed new role and functions within this department.

The Bylaws Committee does the final wordsmithing." Bylaws committee still to work on this.

15th. April 2024: Resolution concerning [basic science] faculty compensation guidelines "to ask the Committee on Budget, Finance and Compensation, the Council on Basic Science Chairs, and the Dean to work on an updated compensation plan document".

Email to CBSC's Jonathan Haines Apr. 23rd, reply May 2nd "...CBSC some discussions with Dean, and is still ongoing".

17th. Jun. 2024. Resolution on Appointment Promotion and Tenure reform proposal. FC voted to "1) [provide] a general endorsement of this working draft for partial use in AY25 by DCAPTs and SOM CAPT, 2) for ongoing communication between Faculty and Dean and 3) to advance it to Bylaws for their feedback."

Summary of Past Resolutions of Faculty Council FY 2022-24 & status (document from July'24, with Oct'24 update).

Unless noted – resolutions passed by a wide margin and are listed chronologically

17th. Oct. 2022 Support for Faculty Development Activities: Resolution that “[Office of the Dean/Faculty of Medicine to establish an endowment fund to offset costs for SOM faculty interested in taking faculty development courses.](#)”

No activity regarding specific issue, confirmed by S. Freimark. However Dean says “we are providing and expanding services” C. Kubu and A. Fletcher could provide update.

12th. Dec. 2022 Resolution re. extraordinary workload for CAPT, admissions committee and FC Chair: “[SOM Faculty Council supports recognizing the extraordinary service workload of the Faculty Council Chair and certain Standing Committee chairs via financial supplements and requests that the Faculty Senate: \(1\) consider the feasibility of a creating university-wide mechanism for providing and/or facilitating such incentives; and \(2\) review Section III of the Faculty Handbook with respect to current practices of providing administrative supplements and whether this section should be amended to match current practice.](#)”

[Outgoing Senate Chair, 12th. May 2023 reply to Dean and FC Chair](#) “[The Handbook provides wide latitude for deans to make determinations germane to their budgets and so the senate would be overstepping their bounds if they were to attempt to overturn the will of the dean of the school of medicine on this matter.](#)” No action by Dean. Dean states “In most regards, this should be covered in the overall assessment of activities since these functions are within the service scope of faculty responsibility and within the scope of “expectations” set by the Chair. Seems to me this is a discussion with the departmental chair.”

18th. Sep. 2023 Resolution regarding format of FC meetings: Three options were presented “[A\) All hybrid with every third meeting hosted at an affiliate \(on average\), B\) Alternating Hybrid only every ~2nd time, i.e. Sept, Nov, Feb, Apr, June and rotate? \(CWRU, Metro, UH/VA, CCF\) C\) Zoom only. This failed: Initial votes had A\) and C\), so option B\) was eliminated, final vote was for C](#)”

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Dean asked to delay annual report due to central looking for new Univ. Marketing & Communication director (announced 7/15/24). Amanda Brower has left position at SOM, not clear (yet) who is replacing her.

20th., Nov. 2023 Support for Awards and Nominations Committee. Resolution that “[the SOM provide the Awards Committee administrative support sufficient to develop and maintain a robust, as well as aspirational, awards and honors program.](#)”

No additional support (yet), but the Dean is delighted by Committee's work and Susan Reichert in Dean's office is liaising, also there is a new committee/person in the Provost's office.

22nd, Jan. 2024 Chair appraisal matter: Resolution to add to Bylaws providing "anonymous input by the primary faculty at least every five years into the appraisal of their department chair, the results of which will be communicated to the SOM Dean and/or Senior Associate Deans (at affiliates). This would apply to all SOM academic chairs." Asking Faculty Affairs office to implement following Case School of Engineering/Dept. of Nutrition Model.

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15th. April 2024: Resolution concerning [basic science] faculty compensation guidelines

"to ask the Committee on Budget, Finance and Compensation, the Council on Basic Science Chairs, and the Dean to work on an updated compensation plan document".

Email to CBSC's Jonathan Haines Apr. 23rd, reply May 2nd "...CBSC some discussions with Dean, and is still ongoing". M. Buck reaching out to new CBFC Chair, Vice Dean for Finance and Chair of Basic Science Chair group for current status. Considerably concern from one department at least that salary increases were done differently last summer.

17th. Jun. 2024. Resolution on Appointment Promotion and Tenure reform proposal. FC voted to "1) [provide] a general endorsement of this working draft for partial use in AY25 by DCAPTs and SOM CAPT, 2) for ongoing communication between Faculty and Dean and 3) to advance it to Bylaws for their feedback." Document is evolving, as reported by Chair and Chair-Elect

Faculty Council Annual Report of Activities 2023-2024

Oct. 21, 2024

Matthias Buck, MA, DPhil, MBA

Chair of Faculty Council, FY24



Changes to Committees Approved

- * Formation of a 2 yr Faculty Council *ad hoc* Committee on SOM Faculty-Administration interactions, co-Governance and Engagement – led in FY24 by Alan Levine, FY25 by Matthias Buck
- * Change of Charge of Committee on Medical Education & Student Admissions
- * Change of Name of Committee on Students

New educational programs approved

- * ANS-MIN: Anatomical Sciences, Minor
- * APH-MS: Aerospace Physiology MS (in person and online)
- * Certificate Program on Cancer Studies

Department status changes approved

- * Department of Radiation Oncology at Metro

Other motions approved – text of resolutions in blue see also addn. summary document in box

Oct. 22 Support for Faculty Development Activities: Resolution that “Office of the Dean/Faculty of Medicine to establish an endowment fund to offset costs for SOM faculty interested in taking faculty development courses.”

Dec. 2022 Resolution re. extraordinary workload for CAPT, admissions committee and FC Chair: “SOM Faculty Council supports recognizing the extraordinary service workload of the Faculty Council Chair and certain Standing Committee chairs via financial supplements and requests that the Faculty Senate {to examine this matter}

Sep. 2023 Resolution to have a 2 year ad hoc committee: “FC to establish an ad hoc committee on Faculty-Administration Interactions, Co-governance and Engagement [a.k.a. FACE] with the composition, charge and deliverables, as presented in the charge.”

Nov. 2023 Annual SOM Report: “Faculty Council asks the Dean’s Office to work with and provide resources to Central Marketing Communications to publish an annual report on the SOM and which engages and recognizes Faculty and Staff in addition to the other stakeholders.” New Univ. Marketing & Communication director (announced 7/15/24).

Other motions approved

Nov. 2023 Support for Awards and Nominations Committee. Resolution that “the SOM provide the Awards Committee administrative support sufficient to develop and maintain a robust, as well as aspirational, awards and honors program.”

Jan. 2024 Chair appraisal matter: Resolution to add to Bylaws providing “anonymous input by the primary faculty at least every five years into the appraisal of their department chair, the results of which will be communicated to the SOM Dean and/or Senior Associate Deans (at affiliates). This would apply to all SOM academic chairs.” Asking Faculty Affairs office to implement following Case School of Engineering/Dept. of Nutrition Model.

Mar. 2024 Resolution re. salary guarantee

The Bylaws Committee does the final wordsmithing re. linkage of salary guarantee to tenure.” Bylaws committee still to work on this.

Apr. 2024: Resolution concerning [basic science] faculty compensation guidelines “to ask the Committee on Budget, Finance and Compensation, the Council on Basic Science Chairs, and the Dean to work on an updated compensation plan document”.

Jun. 2024. Resolution on Appointment Promotion and Tenure reform proposal. FC voted to “1) [provide] a general endorsement of this working draft for partial use in AY25 by DCAPTs and SOM CAPT, 2) for ongoing communication between Faculty and Dean and 3) to advance it to Bylaws for their feedback.”

In mid- march FC voted on Topics for the 3rd meeting of Faculty with Dean Gerson

Three Topics were addressed at meeting on April 30th.

- * Appointment, Promotion and Tenure reform at SOM
- * Philosophy and Policies on Compensation
- * Impact of Artificial Intelligence on Teaching and Research

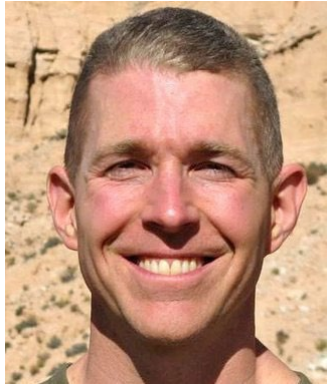
Reports of Standing Committees received

Standing Committee	Month(s)	Presenter(s)
Appointments, Promotions, & Tenure	October	Michael Dell
Biomedical Research	January	Susann Brady-Kalnay
Budget, Finance, and Compensation	January	William Merrick
Bylaws	Sept.24	Piet de Boer
Lecture		
Medical Education	May	Corinne Bazella
Medical Students		
Medical Student Admissions	November	Christian Essman/ Lina Mehta
Nomination and Elections (FC Committee)	February	Scott Howard
Program Review		
Introduction to Awards Committee	November	Lynn Singer
Women and Minority Faculty	November	Amy Hise

Other presentations and updates received

- Standing: Senate report (Elvera Baron), Dean's update (Stan Gerson), FCSC (Alan Levine)
- Sept: SOM PhD and MS admissions (Marvin Nieman)
- Sept: SOM Research and Renovations (William Schiemann)
- Oct.: Discussion of SOM Strategic Plan with Focus on Faculty/Faculty Hires (Matthias Buck & Stan Gerson)
- Nov.: SOM Marketing/Publications (Amanda Brower)
- Jan.: Infrastructure in SOM (Derek Taylor)
- Feb.: UH-CWRU Tenure matter at Senate (Elvera Baron)
- Feb.: Senate ad hoc Comm. on Shared Governance (Elvera Baron/Danny Manor)
- Feb.: Summary of P&T Dean's ad hoc committee (Cathleen Carlin)
- March: Research in the Cancer Center Update (Gary Schwartz)
- May: BioSci. Graduate Student Org. 2023 Survey Results (Alyssa Hubal & Alicia Santin)
- May: Research at Univ. Hospitals (Daniel Simon)
- June: DEI Engagement survey (Adrienne Fletcher)

FY24 Steering Committee



Darin Croft, Past-Chair
CWRU Basic Sciences
Anatomy



Matthias Buck, Chair
CWRU Basic Sciences
Physiology & Biophysics



Alan Levine, Chair Elect
CWRU, Basic Sciences
Mol. Biology and Microbiology

Thanks

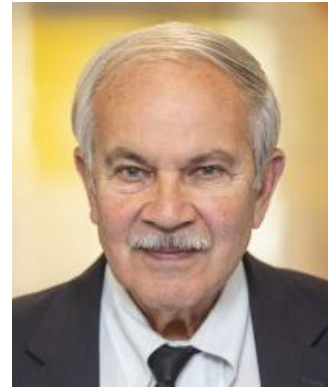
**FC, Nicole Deming,
Joyce Helton, Lila Robinson
Dean Gerson, Elizabeth Fehsenfeld**



Moises Auron
CCF
Pediatrics



Dan Ma
CWRU Basic Science
BioMedical Engineering



Bill Merrick
CWRU Basic Sciences
Biochemistry



Anastasia Rowland-Seymour
MetroHealth
Internal Medicine



Johannes von Lintig
CWRU Basic Sciences
Pharmacology

Updated Proposed CAPT potential framework change

1. Tenure Track- Research Educator Service:

Tenure-track faculty are defined by the University Handbook (Chapter 2, Article 1, Section A) as those faculty “whose obligations to the University include 1) teaching, 2) research and scholarship, and 3) service to the University community.”

Tenured faculty appointments, although affirmed by the dean and faculty member annually, are of indefinite duration until retirement. Tenure Track appointments are typically guided by the career status at the time of appointment or promotion, involving activities from among several of the following:

- Discovery research into basic mechanisms of biology, physiology, the basis of disease, diagnosis and treatment, and population health.
- Sustained involvement in clinical investigation including, for example, * externally supported investigator-initiated, national, or industry supported clinical trials or other research; that may include therapeutic, diagnostic, and methodology.
- Population-oriented implementation science and evaluation of health-related topics in populations.
- Scholarship contributions of educators who advance methods and content of teaching and education programs at CWRU through the continuum of medical and research careers.
- Mentoring of students, fellows, and in the case of senior faculty, junior faculty.
- Service, especially to the university community, in the form of participation and leadership in institutional, regional, and national committees, review bodies, invited and elected positions, other activities in the appropriate specialty area, study section, boards, and editorial activities. These activities should contribute to the academic reputation of the individual and to CWRU as an institution.

2. Academic Track:

The Academic Promotion Track exists to reinforce the value of the non-tenured faculty at CWRU. Non-tenure track faculty are defined in the Faculty Handbook (Chapter 2, Article 1, Section B) as those faculty whose “obligations to the University include two of the three obligations of the tenured/tenure track faculty, i.e. 1) teaching, 2) research and scholarship or 3) service to the University community.”

In the SOM, distinctions among ‘Clinical’, ‘Educational’, and ‘Research’ Academic Pathways (all of which are non-tenure) should be guided by the individual’s alignment toward the appropriate track in terms of the SOM defined metrics, areas of emphasis, expectations for each component regarding the tracks defined above, and aspirations of the faculty member to achieve the goals of the track. With specific attention the Clinical Academic and the Educational Academic Pathways, the intent is to recognize the contribution of clinicians who teach and have significant impact at the School of Medicine.

a. **Educational Academic Pathway – Clinician Educator, weighed toward education**

The Educational Academic Pathway supports career advancement of faculty who primarily contribute to the university's educational mission. They have significant and varied educational roles that may include formal teaching, informal practicums, program administration, and/or student advising. Although such faculty advance knowledge in their field through academic presentations and products, their efforts generally are not supported by external grants. Unlike faculty in the Clinical Academic Pathway, the educational contributions of Educational Academic Pathway faculty encompass undergraduate and graduate students as well as students in professional programs e.g., (MD, PA, MSA, SODM). Metrics for Educational Academic Pathway faculty include peer reviewed publications, external grant support (especially those primarily related to education), and a sustained effort to promote innovation in their field, including performance as exemplary teachers and educators and leaders to advance local and global health. Evidence of substantial teaching and pedagogical innovation can be recognized through authorship and development of educational materials, electronic media, lectures, simulations, and preclinical and bedside teaching, with evidence of excellence and impact in training through trainee reviews, teaching awards, with evidence of regional and national recognition.

The following activities and metrics may be considered to evaluate the educational impact of faculty:

- journal publications, authorship contributions to books, book chapters, policies, procedures, or podcasts.
- authorship and development of educational materials, electronic media, lectures, simulations, and preclinical and bedside teaching, leadership of WR2 "Blocks".
- service in the form of participation in and leadership of institutional and regional and national committees, review bodies, invited and elected positions, other activities in the appropriate specialty area, study section, boards, and editorial activities.
- extensive time devoted to classroom and/or remote teaching and other educational pursuits such as professional or academic degree program administration and student advising

b. **Clinical Academic Pathway - Clinician educator, weighed toward clinical excellence**

The Clinical Academic Track intentionally supports the career advancement of faculty who focus predominantly on excellence in clinical medicine, and contribute to scholarship through participation in clinical innovation, quality improvement and education programs of medical students, residents, fellows, and colleagues; and are recognized for clinical excellence in their field of practice. These faculty have responsibilities in the practice of medicine and participate in scholarship through their practice as educators, leaders, coordinators, as experts to whom patients are referred from a large geographic area or are recognized innovators in developing improvements of the practice in their specialty.

The following activities and metrics may be considered to evaluate the clinical and educational impact of faculty:

- evidence-based presentations that promote quality, share clinical practice standards, introduce novel approaches, teach others, and provide reviews of the evidence behind best practices.
- excellence in training through trainee reviews, teaching awards.
- excellence in clinical practice with evidence of regional and national or international referral base.
- scholarship as seen in publications, national presentations, workshops and grand rounds; participation (and leadership) in national societies, their committees or national review panels.

c. **Research Academic Pathway – Research educator, weighted toward research**

The Research Academic Pathway supports career advancement of faculty who primarily contribute to the university's mission by advancing research and discovery. They generally are not PIs for major research grants but play vital roles in broader research groups and core facilities, for example as team scientists. They may also serve as important research and training mentors for students and postdocs but generally have few or no formal teaching or advising roles. Faculty may exhibit excellence in clinical research, but typically not as an independent investigator.

The following activities and metrics may be considered to evaluate the research impact of such faculty:

- involvement and team science contributions to studies on the basic mechanisms of physiology and pathology, within a discipline such as molecular biology, genetics, biochemistry, immunology, or cell biology or toward a specific disease state, such as cancer biology, cardiovascular disease, or infectious disease.
- leadership of and supervision of research programs that integrate research associates, research scientists, postdoctoral fellows, or graduate students.
- membership on research committees, review panels, and professional societies.
- involvement and leadership in developing innovations in biomedical research.
- participation in national efforts to develop innovation in basic, translational, and implementation science through participation, leadership and decision making in local and regional laboratory programs; local, regional or national research centers.
- evidence of national recognition through peer reviewed publications, presentations at national and international conferences.
- Participation in the organization or management of clinical trials.