

UMKC School of Medicine
Faculty Development Committee Meeting
Meeting Minutes – Approved
July 21, 2014 – 4:30 p.m. – SOM Dean’s Large Conference Room, M1-108

Attendance

Present:

John W. Foxworth
Deborah K. Green
Timothy Myrick
Rebecca R. Pauly
Emily Hillman

Absent:

Christopher Boyce Jennifer L. Quaintance
Phil Byrne Alan Salkind
Nicole Fearing William Troug
Ellen Lavelle David Wooldridge
Jennifer M. McBride

Meeting called to order at 16:30 by Dr. John W. Foxworth, Chairman, with an introduction of new committee member, **Dr. Emily Hillman**, Faculty, Emergency Department (replacing Dr. Christine Sullivan).

Agenda Item 1: Partnering with Patients, Families, and Communities – Dr. Foxworth provided a handout/paper on ***Rethinking Leadership Development*** by Wiley W. Souba, Jr, MD, ScD, MBA (***The Pharos***/Summer 2014).

Dr. Foxworth also informed the committee about a recent Web Conference sponsored by the Macy Foundation (April 3 – 6, 2014). Dr. Foxworth will send this review to anyone that is interested in reading more about the subject of *Partnering with Patients, Families, and Communities*.

Dr. Foxworth and Dr. Pauly spoke about physical examination skills, the simulation programs, and clinical skills activities. It was mentioned that Dr. John Cascone will take over the director role of the Clinical Skills course for medical students. Dr. Pauly is organizing the Institute for Professional Development and Leadership

Agenda Item 2: Dr. Rebecca R. Pauly – Improving Faculty Engagement and Making Feedback Effective. Dr. Pauly interpreted the survey results from Faculty. Attendance is waning at development activities, possibly due to summer vacations and busy schedules. A suggestion would be to take some of the topics directly to the departments (i.e., Personal Branding: How to Communicate Your Message; Feedback; Mentoring). It was agreed that Giving Feedback is a great topic to start with.

Dr. Pauly gave an abbreviated presentation of ***Making Feedback Effective: An Interactive Conversation***, derived from a recent faculty development presentation. Highlights include:

Feedback should:

- Be based on what you’ve actually observed.
- Be solicited rather than imposed.
- Be focused on behavior rather than personality.
- Address what can be used rather than what you might say or advise. Kept to the point and helpful.
- Be given only on what can be changed or what the mentee can control.

A receptive response is determined by:

- Respect/trust
- Camaraderie
- Emotions
- Knowledge
- Voice/control/impact

Desired behaviors by faculty were discussed:

- A short survey on what students/residents want to get out of the feedback conversation may be utilized.
- Feedback sessions should be based on the learner's needs.
- Constructive feedback may be appreciated.
- Feedback is critical for improvement.

In conclusion, effective feedback is:

- Dynamic
- Data-driven
- A skill for both teacher and learner
- Something we can practice

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The next Faculty Development Meeting is scheduled at 4:30 p.m., **Monday, September 15, 2014** in the School of Medicine Dean's Large Conference Room, First Floor, M1-108.

Adjournment: The Faculty Development Committee Meeting was adjourned at 5:30 p.m.

Respectively submitted,
John W. Foxworth, PharmD
Chair, Faculty Development Committee, and Asst. Dean, Faculty Development