

**UMKC School of Medicine
Faculty Development Committee Meeting
Meeting Minutes - Approved
March 16, 2015 – 4:30 p.m.
SOM Medical Humanities Conference Room, M4-C01**

Attendance

Present:

Christopher Boyce
Nicole Fearing (Conference call)
John W. Foxworth
Deborah Green
Emily Hillman
Ellen Lavelle
Rebecca R. Pauly

Absent:

Phil Byrne
Jennifer McBride
Timothy Myrick
Jennifer Quaintance
Alan Salkind
William Truog
David Wooldridge

I. CALL TO ORDER

Meeting called to order at 4:30 p.m. by **Dr. John W. Foxworth**, Chairman.

II. PURPOSE

A brief meeting was held with a review of off-site faculty development programs:

Agenda Item 1: Offsite Learning Opportunities: Eligibility (Dr. John Foxworth and Dr. Rebecca Pauly) – Reviewed were:

1. **The AAMC – 2015 Early Career Women Faculty Professional Development Seminar** – So far, five people have responded and three have submitted requests for participation, CVs, and letters of support. Next step is to send all information to the Faculty Development Committee for review. The deadline for submission is April 8, 2015.
2. **Minority Faculty Development Seminar** – One person has applied for this program. The Faculty Development Committee will review all information, along with the requested Department Chair endorsement (not yet received).

An evaluation sheet/grading grid will be provided for selecting participants. Diversity is needed with regards to various areas/departments. An electronic file of candidate information will be forwarded to the committee, along with an evaluation sheet for each to complete and return to Drs. Foxworth and Pauly.

It was mentioned that those who follow through on opportunities, show enthusiasm, motivation, and accomplishment, are probably the best candidates.

Agenda Item 2: Upcoming AAMC and Local Events and Seminars – A suggestion was made that a calendar be provided as a reminder of upcoming development events, categorized by programs such as:

- Teachers/Educators
- Research
- HPE Courses – open to everyone
- Leadership Courses
- Portfolio of Opportunities

Online versions should be made available, and a website will be provided to locate opportunities. Although funds have been made available for these opportunities, funds need to be spent appropriately, wisely, and efficiently, with an eye toward the greatest likelihood of benefit to the medical school.

An option of “protected time” was raised for faculty desiring to develop and undertake scholarly activities. A department spotlight on who is actively participating would be desirable.

Agenda Item 3: General Discussion –

Physician Leadership Program – with Bloch and the School of Medicine. The School of Medicine will pay ½ of the tuition and the training is one weekend per month. There is one person attending from the Emergency Department, one from the Department of Medicine, and a few others from various departments.

Debriefing and Giving Constructive Feedback – are topics that have been most beneficial to Dr. Nicole Fearing with regards to faculty development programs she has taken.

Upcoming AOA speaker, Eric Holmboe, coming May 7 – 8, 2015, is the pioneer of the milestone assessments that we are using now; an expert in the field of assessment in medical education. In addition to the banquet, student and faculty meetings, and conference at noon, faculty workshops have also been planned for this year. All lectures will be recorded and made available.

III. CLOSING REMARKS

The next Faculty Development Meeting is scheduled at 4:30 p.m., **Monday, May 18, 2015 in the School of Medicine Medical Humanities Conference Room, Fourth Floor, M4-C01.**

IV. ADJOURNMENT

The Faculty Development Committee Meeting was adjourned at 5:25 p.m.

Respectively submitted,

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