

FACULTY ADVISORY COUNCIL MEETING MINUTES

Chair: Jonathan Lifshitz, PhD

Resource Specialist: Jenna Del Balso

Date: August 22, 2022 | 12:00 pm – 1:00 pm

Location: Virtual/Zoom

Members: Francisco Arabia, MD; Sue Kim, PhD; Jonathan Lifshitz, PhD; Joyce Lee-Iannotti, MD; Emily Mallin, MD; Linda Nelson, MD; Kelly Saunders, MD

Charge: The Faculty Council is advisory to the Dean, providing a voice for the faculty in the governance of the College. The Council will meet no less than quarterly each year, regularly with the Dean, and advise the Dean on matters related to the mission of the college or that are of interest to the Faculty.

- **Pending college voting results, this change has been approved and will become effective 9/6/2022**

Agenda Items:

- **Review/Discuss Charter & Bylaws**
 - Reviewed FAC Charter & Bylaws
 - Council made aware that the charter is a working document for the council
- **Review Key FAC initiatives for 21/22:**
 - Priority target points
 - Receiving regular feedback
 - Sense of accomplishment
 - Fostering of teaching excellence
 - Less urgent target points
 - Finances/budgeting
 - Faculty participation in the governance of their department
 - Communication
- **Review FAC Online Suggestions**
 - Council shared and discussed submissions through the online suggestion portal
 - Discussion focused on methods and procedures to prioritize and respond to suggestions
 - Consider a newsletter or a FAQ (Faculty Asked Questions)
- **Action items and annual priority initiatives FY22/23**
 - Council began a discussion on current year priorities
 - The council bylaws guide priorities to focus on faculty, faculty relationship with the Dean, and the advancement of the college strategic plan

- **Priority topics for Dean Reed**
 - The council will work via email to identify 2-4 priorities to discuss with Dean Reed at the first quarterly meeting of FY23

Action Items:

- Jenna to create committee member excel with contact information and food allergy information. Completed excel will be added to the FAC Box
- Council Members provide contact information for the committee contact list
- Invite Dean Reed to a meeting in September
- Explore possible enhancements to the FAC website (web programming/upvote/downvote/adding another text box)