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SCHOOL OF MEDICINE EXECUTIVE COMMITTEE MEETING
TUESDAY, MARCH 17, 2015
8:00 AM – 9:45 AM MST
ACADEMIC OFFICE ONE, 7TH FLOOR BOARDROOM

MINUTES

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COMMITTEE MEMBERS

Members Present: Steve Daniels, Jeffrey Druck, Robert D'Ambrosia, Chip Dodd, Tom Henthorn, Herman Jenkins, Brian Kavanagh, Allison Kempe, Kevin Lillehei, Proxy for Wendy Macklin, Naresh Mandava, Dennis Matthews, David Norris, Marian Rewers, Nanette Santoro, Robert Schwartz, Ronald Sokol, Proxy for Ann Thor, Andrew Thorburn, Proxy for Ken Tyler, Richard Zane

Other Attendees: Robert Anderson, Terri Carrothers, Mark Couch, John Harney, Richard Johnston, Douglas Jones, Steve Lowenstein, Thomas Meyer, Jeff Parker, Jane Schumaker, Cheryl Welch

Guests: Michelle Martinez

CALL TO ORDER

A quorum of members was present, and the meeting was ready to proceed with business at 8:05 AM MST.

I. **APPROVAL OF MINUTES**

The February 17, 2015 SOM Executive Committee Meeting minutes were unanimously approved as written.

II. **DISCUSSION ITEMS**

   A. **Dean's Comments**

     i. The search committee for the chair of anesthesiology started the interview process and are 1/3 of the way through the search. The search committee is exceedingly pleased with the candidate pool and the interviews are expected be done in several weeks. The overall interest level is high and the external candidates are strong. The search committee plans to provide names to Dr. Reilly within 2 – 3 months. The search committee met with key individuals from the anesthesiology departments and campus leadership on December 8, 2014, as well as the Spencer Stuart search firm on January 28, 2015, to review the list of candidates. Airport style interviews with the search committee will take place late March 2015.

     ii. The search committee for the Senior Associate Dean of Academic Affairs received 12 applications, all from senior respected faculty members of CU SOM. The list has been narrowed down to 5 individuals, who have been invited for interviews, which will occur in the next two weeks. The candidates will then be further narrowed down to 2 -3 interviewees. Dean Reilly and the Sr. Associate Deans will proceed with the final interviews and Dean Reilly will make the final selection, anticipated sometime in May.

     iii. All positions in the medical student Match 2015 were filled except for one position in Eastern Colorado. Terrific Match results.

     iv. The new schedule for the "Super Tuesday" meetings was suggested to include will include the UPI Executive Committee Meetings at 7:30AM until 8:30AM, it was proposed that the SOM Executive Committee Meeting follow at 8:30AM, followed by the UPI Board of Directors Meeting at 9:45AM scheduled until 11:30AM. Medical Board of University of Colorado Hospital meeting will immediately follow as previously scheduled. Tentatively after further discussion it was agreed that the UPI Executive Committee meeting will be 7:30 – 8:30AM, the UPI Board of Directors Meeting will follow 8:30 – 9:30AM, followed by the SOM Executive Committee Meeting at 9:45AM until 11:30AM. The University of Colorado Hospital Medical Board will remain in its 11:45 AM time slot.

B. **F&A Consultant Process**
   i. Jeff Parker presented initial information from the Huron Consulting engagement intended to provide information for further discussion regarding space management. The scope is to evaluate the challenges and benefits of a revised models for space management.
   ii. The intent is to evaluate different approaches and unique circumstances surrounding space management, and how we might consider charging for space based on F/A return to units.
   iii. The project is a modified type of RCM – Resource Center Management, where we might distribute more F/A and charge for space to encompass the institutional charges associated with facilities and administration per sq ft. Doing this strictly for research spaces is unique and is not technically RCM.
   iv. Initial meetings with Huron were conducted on March 4th and 5th and included SOM clinical and basic science chairs, center directors, administrators, facilities personnel, with representation from the other AMC schools. Several general themes were concluded from these meetings:
      1. Unanimous sense that research space is underutilized
      2. Few incentives exist in the current environment for Dept. Chairs/PIs to surrender space
      3. In order to capture meaningful quantities of space, some movement will occur incurring costs and research disruptions
      4. Openness to a range of alternative models, but these models will likely need to include the spaces across all schools and colleges
      5. Concerns were expressed regarding unique circumstances (i.e. how to treat donor funded space, federally financed space, or space for unique purposes)
      6. Implementation should be preceded by a pro-forms modeling phase where the iteration can occur between assessing the implications of a model and its specific attributes
      7. Cultural issues will need to be considered and proactively managed throughout the process (i.e. ownership of space, fears of making an already challenging process for junior faculty even more arduous, and the desire for both simplicity and the ability for faculty to completely dissect and understand all moving parts)
   v. Huron is collecting data from benchmark institutions regarding approaches employed and their outcomes.
   vi. Next steps for current phase:
      1. Complete peer benchmarking
      2. Discuss benchmarking and interview outcomes in a workshop with a committee representing the units on the AMC
      3. Synthesize feedback and prepare high-level report, including options and recommendations
   vii. The next steps for future phases include deciding on a broader approach and initial specifics; modeling the impact of the initial approach and socialize impact; collecting feedback from modeling and socialization to optimize the model; and finalizing the model and deciding on the implementation timeline.

C. **Faculty Senate Report – Jeffrey Druck, MD (Faculty Senate President)**
   i. Dr. Druck provided an update from the last faculty senate meeting
      1. Highlights include:
         a. Retirement Plan
         b. Department of Pediatrics provided a department update and reminded faculty senators to be present at future meetings to represent each department

D. **Retirement Vendor Transition – Michelle Martinez (Director of Benefits, Employee Services)**
   i. Michelle provided an update on the university's 401(a) and 403(b) plans. After assembling a cross-campus committee of faculty, staff and retirees to take a critical look at the university's retirement plans, the committee, with assistance from an independent retirement plan consultant, reviewed a list of vendors who responded to their request for information. The committee provided a list of recommendations to the University President and briefed the Vice Presidents, CFOs, University Faculty and Staff Councils, Chancellors

and Board of Regents prior to finalization. The contract was signed on February 20, 2015 and all employees were informed in a February 24, 2015 e-mail. A number of Town Halls, emails and different types of outreach are currently ongoing now through July.   All are encouraged to set up 1:1 or participate in group meetings. CU Systems and the Payroll Benefits Office will release information on the PBO website, and in June's CU Connections Newsletter. The university will now have a single retirement service provider, intended to provide the highest performing options for employees. While TRAA Cref will be the single service provider, most of the current options plus more will be available. Participants will have lower fees and the fees will be bundled and transparent. Contributions rates, eligibility, and other aspects of the plan will not change. Changes are effective in the July 2015 paycheck.

III. **EXECUTIVE SESSION**
   A. Approval Items
   i. All senior clinical appointment and promotions committee actions were approved.
   ii. The faculty promotions committee actions were approved.

   ADJOURNMENT
   There being no further business to come before the meeting, the meeting was adjourned at 9:45 AM MST.

   Minutes submitted by Amy Jackson, Executive Assistant