

MEMBERS IN ATTENDANCE:

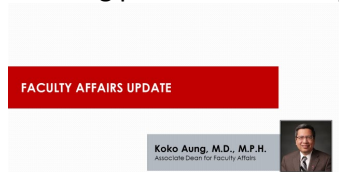
- Adam Adler, M.D., Associate Professor, Orthopaedic Surgery & Rehabilitation
- Mary Josephine Amaro Esparza, D.O., Assistant Professor, Family Medicine – Transmountain
- Daniel Bustamante, M.D., Assistant Professor, Pathology
- Jose Castro Garcia, M.D., Assistant Professor, Surgery
- Abhizith Deoker, M.D., Associate Professor, Internal Medicine
- Alok Dwivedi, Ph.D., Associate Professor, Molecular and Translational Medicine, President
- Katherine Hartl, M.D., Assistant Professor, Family and Community Medicine
- P. Antonio Maldonado, M.D., Associate Professor, Obstetrics & Gynecology
- Stormy Monks, Ph.D., M.P.H., Associate Professor, Emergency Medicine, Immediate Past-President
- Claudia Maria Prospero Ponce, M.D., Assistant Professor, Neurology
- Dale Quest, Ph.D., Professor, Medical Education, President-Elect
- Lela Ruck, M.D., Assistant Professor, Internal Medicine - Transmountain
- KoKo Aung, M.D., M.P.H., Vice President for Faculty Success, TTUHSC El Paso, Associate Dean for Faculty Affairs, PLFSOM, Ex-Officio, Non-Voting Member

MEMBERS NOT IN ATTENDANCE:

- Hugo Kato, M.D., Assistant Professor, Pediatrics
- Wayde Miller, M.D., Assistant Professor, Anesthesiology
- Vital Rangashamanna, M.D., Assistant Professor, Radiology
- Richard Lange, M.D., M.B.A., President, TTUHSC El Paso, Dean, PLFSOM, Ex-Officio, Non-Voting Member

GUESTS:

- Rebecca Campos, M.D., PLFSOM EPCMS Representative
- Charmaine Martin, M.D., Chair, Committee on Student Affairs
- Gregory Patek, M.D., O.D., Chair, Committee on Medical School Admissions
- Irene Sarosiek, M.D., Professor, Internal Medicine
- Sarah Watkins, D.O., Assistant Professor, Emergency Medicine
- Sarah Walker, M.D., PLFSOM EPCMS Representative
- Michelle Brown, Analyst II, Office of Faculty Affairs
- Cindy Camarillo, Managing Director, Office of Faculty Affairs
- Tony Castaneda, Director, Office of Faculty Affairs
- Danielle Lara, Coordinator, Office of Faculty Affairs

I. CALL TO ORDER	
Alok Dwivedi, Ph.D. PLFSOM Faculty Council President	Dr. Alok Dwivedi, Faculty Council President, welcomed all attendees joining in-person and via WebEx. He called the March 18, 2024 Faculty Council meeting to order at 12:02 PM. Quorum was met.
II. REVIEW AND APPROVAL OF MINUTES	
Alok Dwivedi, Ph.D. PLFSOM Faculty Council President	<p>The Faculty Council meeting minutes from February 19, 2024 were approved as presented.</p> <p>The approval followed a question by a Faculty Council member on whether there is an action plan the Faculty Council can provide to address the concerns of retention and recruitment raised at the last meeting. Dr. Dwivedi replied that at this time, the Council has not received suggestions, however this could be one of the topics for the governance retreat. A brief discussion ensued on how these topics can be elevated to leadership. A request will be made with the dean to hold a meeting to follow-up on these topics.</p> <p>Faculty opined that it is important that all departments address the issues of retention and recruitment and generate pro-active solutions. During their departmental report, the Department of Pediatrics presented some solutions and steps that could be supported. It was noted there has been a change in leadership in the department chair for pediatrics, and that an interim chair is implementing new strategies.</p> <p>A Faculty Council member questioned whether a plan is already in motion to obtain responses on these topics by leadership or whether a motion needs to be made. Dr. Dwivedi stated there is an annual meeting during which faculty concerns will be presented to the leadership. Dr. Lange has an opportunity to address concerns in the general faculty meeting. Faculty Council may expect a response at that time.</p>
III. FACULTY AFFAIRS REPORT	
KoKo Aung, M.D., Ph.D. Vice President for Faculty Success; Associate Dean for Faculty Affairs	<p>A. Faculty Affairs Update Dr. Aung presented on this year's tenure and promotion cycle.</p> <div data-bbox="735 1104 1071 1274">  </div> <p><i>*Please see attached report</i></p>

IV. COMMITTEE REPORT

Charmaine Martin, M.D.
Committee Chair, Committee on Student Affairs

A. Committee on Student Affairs

Dr. Martin provided the report for the Committee on Student Affairs. A faculty member asked if the committee meets regularly. Dr. Martin confirmed the committee meets monthly.



**[STUDENT AFFAIRS
COMMITTEE]**

PRESENTED BY: CHARMAINE MARTIN, MD
DATE: MARCH 18, 2024



**Please see attached report*

Gregory Patek, M.D., O.D
Committee Chair, Committee on Medical School Admissions

B. Committee on Medical School Admissions

Dr. Patek provided the report for the Committee on Medical School Admissions.



Admissions Committee Report

PRESENTED BY: GREGORY PATEK, MD, OD FFAEM
DATE: MARCH 18, 2024



**Please see attached report*

V. EPCMS REPORT

Sarah Walker, M.D.
EPCMS – PLFSOM Representative

A. El Paso County Medical Society (EPCMS)

Dr. Walker provided the faculty report from the EPCMS meeting.

**El Paso County Medical Society
(EPCMS) REPORT**

Sarah Walker, M.D.
EPCMS PLFSOM Representative



**Please see attached report*

VI. OLD BUSINESS

Alok Dwivedi, Ph.D.
PLFSOM Faculty Council President

A. Standing Committee Appointments

To close the loop on prior nominations sent to the Dean, Dr. Dwivedi announced the list of faculty members appointed to the following Standing Committees by the Dean:

a. Committee on Medical School Admissions

<p><i>Old Business Continued</i></p>	<ul style="list-style-type: none"> i. Norman Ward, M.D., Orthopaedic Surgery and Rehabilitation b. Committee on Student Grading and Promotions <ul style="list-style-type: none"> i. Nathan Holland, Ph.D., Medical Education c. Committee on Clinical Affairs <ul style="list-style-type: none"> i. Karim Elsharkawy, M.D., Orthopaedic Surgery and Rehabilitation d. Committee on Student Affairs <ul style="list-style-type: none"> i. Komal Marwaha, M.D., Medical Education <p>B. Nominees for Standing Committees</p> <p>The Faculty Council solicited nominations to fill vacancies on multiple committees. Dr. Dwivedi announced the nominees. The Faculty Council voted to forward the following list of nominees to the Dean for final consideration and appointment:</p> <ul style="list-style-type: none"> a. Committee on Continuing Medical Education <ul style="list-style-type: none"> i. Churchill Ihentuge, M.D., Ph.D., Medical Education ii. Ei Ei Khin, M.D., Pediatrics iii. Muhammad Tahir, M.D., Internal Medicine b. Committee on Medical School Admissions <ul style="list-style-type: none"> i. Muhammad Tahir, M.D., Internal Medicine c. Committee on Student Grading and Promotion <ul style="list-style-type: none"> i. Churchill Ihentuge, M.D., Ph.D., Medical Education d. Physician and Student Well-Being Committee <ul style="list-style-type: none"> i. Churchill Ihentuge, M.D., Ph.D., Medical Education ii. Muhammad Tahir, M.D., Internal Medicine e. Committee on Clinical Affairs <ul style="list-style-type: none"> i. Alok Dwivedi, Ph.D., Molecular and Translational Medicine f. Committee on Student Affairs <ul style="list-style-type: none"> i. Churchill Ihentuge, M.D., Ph.D., Medical Education <p>C. Call for Nominations</p> <p>Dr. Dwivedi announced that reminder emails will be sent out with a call for nominations to fill any remaining seats on the committees. Faculty may submit their nominations to fservices@ttuhsc.edu There is urgency to fill the vacant seats.</p> <p>A faculty member asked if a summary of the committee positions and the time commitments for the committees are available.</p> <p>Dr. Dwivedi asked Faculty Council representatives to encourage faculty participation from their department to help fill the vacancies. The call for nominations will include these details.</p>
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<p><i>Old Business Continued</i></p>	<p>A faculty member suggested a placeholder should be sent in advance for clinicians' schedules to reserve the time needed to execute committee duties. Commitments should be shared with faculty being considered for positions. For example the interview process for the Admissions Committee takes time, typically 5 interviews take place once a faculty member is selected. A Faculty Council member stated that meeting times and dates are available on the website if you click on the committee you are participating in.</p>
<p>VII. NEW BUSINESS</p>	
<p>Alok Dwivedi, Ph.D. PLFSOM Faculty Council President</p>	<p>A. FSOM Diversity Statement Revision Dr. Dwivedi announced that the Diversity Statement presented by Dr. Maureen Francis, Associate Dean for Medical Education and approved by Faculty Council in January, had since been reviewed and approved by the Dean with additional edits. The final version of the Diversity Statement was presented to the Faculty Council for their information:</p> <p><i>"Texas Tech University Health Science Center El Paso (TTUHSC El Paso) is a Hispanic Serving Institution situated on the US-Mexico border that is committed to addressing current and emerging health concerns affecting the El Paso community, our region and beyond. Grounded in the compelling evidence that diversity of thought and perspective provides richer solutions to complex challenges, the Paul L. Foster School of Medicine strives to recruit, develop, and retain those best prepared to support its mission.</i></p> <p><i>With these intentions, and mindful of our setting, regional history, and status as a state sponsored school in Texas, the Paul L. Foster School of Medicine <u>emphasizes and encourages the recruitment of students from diversity actively recruits students from the following categories divergent and various backgrounds:</u> sStudents who are from the US/Mexico border region, who are economically disadvantaged, and those who identify as first generation. Access to the School of Medicine for talented residents, staff, and faculty from all groups is a priority."</i></p>
<p>VIII. FACULTY COUNCIL ANNOUNCEMENTS</p>	
<p>Alok Dwivedi, Ph.D. PLFSOM Faculty Council President</p>	<p>A. FSOM Faculty Governance Retreat – 04/15/2024 The Annual Faculty Governance Retreat is scheduled for Monday, April 15, 2024. The retreat will take place in lieu of the April Faculty Council Meeting.</p> <p>B. May 2024 Faculty Council Meeting – 05/20/2024 The next Faculty Council meeting will be held on Monday, May 20, 2024 at noon. All FSOM faculty are welcome to join.</p>

<p><i>Faculty Council Continued</i></p>	<p>C. Attendance</p> <p>Dr. Dwivedi reminded Faculty Council Representatives that they are allowed 2 absences, per the Faculty Bylaws. If a voting Faculty Council representative is unable to attend, they should notify the Office of Faculty Affairs and send a replacement representative in their place. Dr. Dwivedi reminded Faculty Council Representatives to be prepared to provide their annual department report. Emails will be sent from the Office of Faculty Affairs as a reminder.</p> <p>Dr. Dwivedi also encouraged the Council to stay active with nominations to prevent any delays with committee appointments and unfilled vacancies.</p>
<p>IX. ROUND TABLE DISCUSSION</p>	
<p>Alok Dwivedi, Ph.D. PLFSOM Faculty Council President</p>	<p>Dr. Dwivedi opened the floor for topics or questions.</p> <p>Q: When is the annual department report for Family Medicine? A: A schedule for the presentation of department reports by Faculty Council representatives will be distributed.</p> <p>Q: Is it possible to get an update on the mid-point review application reports for Family Medicine? A: Dr. Aung commented that Family Medicine is the only department whose reports have not yet been released. They will be released soon.</p> <p>Q: What is the timeframe for the next cycle for promotion and tenure? A: Last year's promotion and tenure cycle just closed in February. The announcement with the faculty awarded tenure and granted promotion was sent out to the campus.</p> <p>The application cycle for 2024 – 2025 tenure and promotion will be opened in April. Unlike the mid-point review process in which faculty members may elect to participate, the actual tenure and promotion review is a chair-driven process. If faculty members are interested in going up for promotion, open discussion with their department chair is encouraged. Faculty may only enter the tenure and promotion cycle if the chair nominates the faculty as a candidate for tenure and/or promotion.</p> <p>The mid-point review is faculty driven. Participation for non-tenure track faculty members is optional, but strongly encouraged. For faculty members on the tenure track, participation in the mid-point review is mandatory. Mid-point review is intended to occur at the mid-point of the faculty lifecycle in each academic rank. Since the time in rank is 6 to 7 years, the mid-point review will occur at the 3 to 3 ½ year mark. Faculty are encouraged to participate in the mid-point review if they have been in their rank for more than 3 years.</p>

<p><i>Round Table Discussion Continued</i></p>	<p>A mid-point review report represents a projection, if the faculty member continues with the same momentum, that the faculty member is likely to be ready for promotion and tenure application in the next 3 to 3 ½ years. It is not intended for a faculty member who participated in the mid-point review to apply for promotion and/or tenure in the following cycle.</p> <p>Dr. Aung announced that once the chair has made the nominations, the faculty members will be contacted to attend workshops to review the timeline and application process. Now is a good time to look for external letter writers. It would be beneficial to consider this step early to identify referees that meet the criteria to submit letters of recommendation. Faculty should choose external letter writers from different sources when possible, which is better received than letters from one department or university. Seek advice from your chair as they can help guide you in the right direction when selecting referees.</p>
<p>X. ADJOURNMENT</p>	
<p>Alok Dwivedi, Ph.D. PLFSOM Faculty Council President</p>	<p>With no further business to discuss, Dr. Dwivedi adjourned the meeting at 1:03 PM.</p>

Approved:

Alok Dwivedi

Alok Dwivedi (Jul 25, 2024 09:10 MDT)

Alok Dwivedi, Ph.D.

PLFSOM Faculty Council President

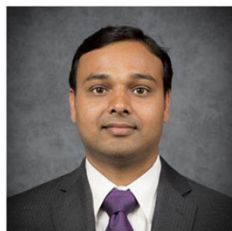
FACULTY AFFAIRS UPDATE

Koko Aung, M.D., M.P.H.
Associate Dean for Faculty Affairs



FACUTLY AFFAIRS UPDATE

TENURED FACULTY PROMOTIONS



Alok Dwivedi, Ph.D.
Professor
Department of Molecular and
Translational Medicine
Paul L. Foster School of Medicine



FACUTLY AFFAIRS UPDATE

NON-TENURE TRACK FACULTY PROMOTIONS



Jude Abadie, Ph.D.
Professor
Department of Pathology
Paul L. Foster School of Medicine



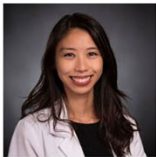
Jennifer Molokwu, M.D., M.P.H.
Professor
Department of Family and
Community Medicine
Paul L. Foster School of Medicine



Russell Baker, D.O.
Associate Professor
Department of Emergency Medicine
Paul L. Foster School of Medicine



Rajiv Rajani, M.D.
Professor
Department of Orthopaedic Surgery
and Rehabilitation
Paul L. Foster School of Medicine



Lisa Aimee Hechanova, M.D.
Associate Professor
Department of Internal Medicine
Paul L. Foster School of Medicine



Maria Theresa Villanos, M.D.
Professor
Department of Pediatrics
Paul L. Foster School of Medicine

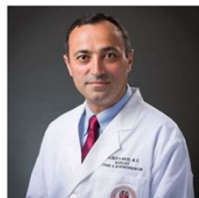


FACUTLY AFFAIRS UPDATE

GRANTING OF TENURE



Thwe Htay, M.D.
Tenure
Department of Medical Education
Paul L. Foster School of Medicine

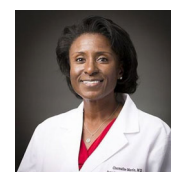


Alberto Maud, M.D.
Tenure
Department of Neurology
Paul L. Foster School of Medicine

[STUDENT AFFAIRS COMMITTEE]

PRESENTED BY: CHARMAINE MARTIN, MD

DATE: MARCH 18, 2024



COMMITTEE COMPOSITION AND TERMS OF SERVICE

Last Name	First Name	Degree	Academic Rank	Department	Committee Position	Term Start Date	Term End Date
Martin	Charmaine	MD	Associate Dean of Student Affairs	Student Affairs	Chair	2023	2026
Badillo	Ricardo	MD	Assistant Professor	Internal Medicine	Member	April 1, 2022 LEAVING	April 2025
Holland	Nathan	PhD	Assistant Professor	Medical Education	Member	March 1, 2023	March 2026
Lane	Mariela	MD	Assistant Professor	Medical Education	Member	February 15, 2023	February 2026
Rytting	Michael	MD	Assistant Professor	Pediatrics	Member	September 1, 2023 LEAVING	September 2026
VACANT				Medical Education		2022	
Green	Chase	MS II	NON VOTING SCEC (CEPC)			2023	

SO
El Paso

COMMITTEE CHARGE

1. The functions of committee:

- Deliberate on matters related to student morale and the learning environment as needed
- Serve in an advisory capacity to the Dean regarding concerns and recommendations to better support students
- Review relevant policies as related to these functions on a biannual schedule.

2. The Chair of the committee is responsible for assigning faculty to serve on hearing panels as defined under the TTUHSC El Paso, FSOM Student Affairs Handbook.

ACTIONS TAKEN SINCE LAST REPORT

1. Two new members added

2. Meetings are scheduled

3. February meeting

- Reviewed *Student Mistreatment* resources
- Reviewed *CARE Policy* with members
- Reviewed mental health resources
- Discussed the *Impaired Student Policy*
- Discussed the Learning environment overall
- Need additional committee members over the next six months

UPCOMING ACTIONS

1. Discuss new policies as they are approved by the Academic Council for distribution to students in a positive manner.
2. Review the ISA

CURRENT ISSUES/CONCERNS

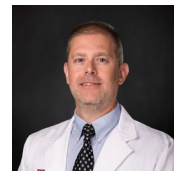
Need additional committee members over the next six months

Q&A

Admissions Committee Report

PRESENTED BY: GREGORY PATEK, MD, OD FAAEM

DATE: MARCH 18, 2024



COMMITTEE COMPOSITION AND TERMS OF SERVICE

22 committee members:

20 Voting Members

4 Current Vacancies, 3 set to rotate off, 1 to retire

- Chair: Gregory Patek, MD
- Vice-Chair: Nathan Holland, PhD
- EPCMS: Roxanne Tyroch, MD
- 2 Ex-Officio (non-voting):
Associate Dean of Admissions
Senior Director of Admissions

Last Name	First Name	Degree	Academic Rank	Department	Committee Position	Term Start Date	Term Expiration Date
Aggarwal	Shefali	MD	Assistant Professor	Pediatrics	Member	2022	2025
Hechanova	Aimee	MD	Assistant Professor	Internal Medicine	Member	2022	2025
Hogg	Tanis	PhD	Professor and Chair	Medical Education	Member	2022	2025
Khanjani	Narges	MD, PhD	Professor	Medical Education	Member	2022	2025
Lakshmanaswamy	Rajkumar	PhD	Professor and Chair	Molecular & Transitional Medicine	Member	2022	2025
Ortiz	Patricia	MD	Assistant Professor	Psychiatry	Member	2022	2025
Vacant							
Rangashamanna	Vital	MD	Assistant Professor	Radiology	Member	2022	2025
Saeed	Wajeeha	MD	Assistant Professor	Internal Medicine	Member	2022	2025
Greenberg	Harvey	MD	Associate Professor	Ob/Gyn	Member	2021	2024*
Patek	Gregory	MD	Assistant Professor	Emergency Med	Member	2021	2024*
Ababie	Jude	PhD	Associate Professor	Pathology	Member	2021	2024*
Chacon	Jessica	PhD	Assistant Professor	Medical Education	Member	2023	2026
Bazuaye-Ekwuyasi	Eseosa	MD	Assistant Professor	Radiology	Member	2023	2026
Brower	Richard	MD	Associate Professor	Medical Education	Member	2023	2026
Holland	Nathan	PhD	Assistant Professor	Medical Education	Member	2023	2026
Tyroch	Roxanne	MD				2023	
Vacant							
Vacant							
Vacant							
Perry	Cynthia	PhD	Associate Dean of Admissions	Admissions	Ex Officio		

COMMITTEE CHARGE

The Committee shall have full authority to select members of the medical school entering class based on the screening assessments and interview evaluation reports and to fill vacancies that may occur in any of the medical school classes. A list of recommended candidates to be offered positions through the Texas Medical and Dental School Application Service (TMDSAS) matching process will be prepared based on a ranking determined following deliberations by the Committee. The Committee also shall have the responsibility to review the requirements for admission and, if necessary, to recommend revisions to the faculty.



ACTIONS TAKEN SINCE LAST REPORT

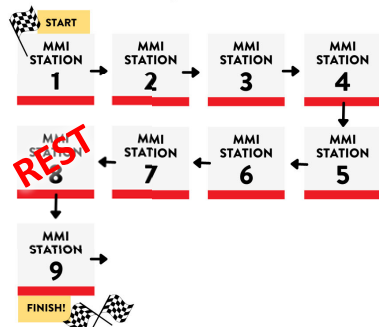
- Last report given Oct 16, 2023
- For EY24: Received 4528 primary applications & 2940 completed applications
- Completed 614 interviews, 25 interview days
- Redistributed race considerations to increase value of socioeconomic status and regional considerations
- Current tentative roster for class of 2028: MCAT 510, GPA 3.9, 13 OOS, 26 El Pasoans, 41 Border County, 6 Black, 39 LHS+, 36 low SES, 20 1st gen, goal is 124 entering students (currently at 143)
- 20 Scholarships have been awarded including 16 Foster awards (\$15,000 annually)
- First MedFuture Cohort currently Freshman at UTEP, second cohort to be announced late Spring



MMI

MMI INTERVIEW CIRCUIT

An MMI interview typically consists of multiple "stations". Each station contains a different MMI question for the candidate to answer.



FORMAT OF AN MMI STATION

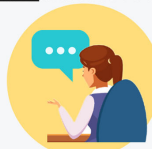
PART 1: READ THE MMI PROMPT

MMI Prompt:
Would you withhold diagnosis of a terminal illness of an elderly patient if the family requests it?



1 MIN

PART 2: DISCUSS YOUR MMI RESPONSE



6 MIN

PART 3: EVALUATOR ASSIGNS SCORE



FUNCTION OF STATION

AAMC PRE-PROFESSIONAL COMPETENCIES

INTERPERSONAL	INTRAPERSONAL
<ul style="list-style-type: none"> Service Orientation Social Skills Cultural Competence Teamwork Oral Communication 	<ul style="list-style-type: none"> Ethical Responsibility to Self and Others Reliability and Dependability Resilience and Adaptability Capacity for Improvement
THINKING & REASONING	SCIENCE
<ul style="list-style-type: none"> Critical Thinking Quantitative Reasoning Scientific Inquiry Written Communication 	<ul style="list-style-type: none"> Living Systems Human Behavior

Admissions Timeline

Application Period	May 2 nd – November 1 st
Interviews	July – February
Pre-match Offer Period	October 15 th – December 31 st
Match Preferences (Student & Med Schools)	February 2 nd
TMDAS Match Day	February 16 th
JAMP Match (preferences due Jan 19 th)	February 9 th
Rolling Admissions	Feb 16 th – June 15 th

UPCOMING ACTIONS

- In rolling admissions through late May/early June to sit **124** new students for EY2024
- Scholarship Sub-Committee will meet to award remaining 29 scholarships ranging from \$1,000-\$10,000/year
- EY 2025 cycle opens up in May with goal to sit **138**
- Need to interview **690** this season, evaluators will be needed
- Application and Re-applicant workshops scheduled in March/April
- JAMP Summer II Internship starts May 28th



CURRENT ISSUES/CONCERNS

- With current model we will not have sufficient **# of evaluators to meet goal of 690 interviews**
- Anticipating class size expansion to 150 we will need to interview more candidates to meet demand
- Faculty are overextended and not enough willing participants.
- Filling committee vacancies will help us meet quorum and increase evaluators, filling these vacancies has been challenging



Q&A

El Paso County Medical Society (EPCMS) REPORT

Sarah Walker, M.D.
EPCMS-PLFSOM Representative



EPCMS Report

Sarah Walker, MD

March 18, 2024

CME



- Colorectal Cancer:
- Epidemiology, Risk Factors, and Prevention in 2024.
- Presenters: Alejandro Robles, MD and Ricardo Badillo, MD
- Date: March 21, 2024 Time: 5:30 pm to 6:30 pm (MST) Virtual No Cost
- Target Audience: Physicians, APRN's, PA's, Registered Nurses and EMS
- Learning Objective/Outcomes: Review the rising incidence of early onset colon cancer, risks and prevention options.
- <https://coloncancer2024.eventbrite.com>

El Paso Physician Magazine

- The El Paso Physician provides a forum for the scholarly presentation and discussion of issues which are of importance and interest to the El Paso community. Scientific contributions may include scientific reviews, case reports, original research, historic contributions, financial updates, legislative and medical practice issues, border-health and others.
- Can email epmedsoc@aol.com for directions and questions