

*Faculty Affairs Conference Call: 10-29-2013 Minutes*

1. APT Summary: Completed October APT meetings
  - a. 62 cases, files were well prepared and committee procedures ran smoothly
  - b. All 62 had right number of arm's length letters (first time in the history of medical school)
  
2. ARIBA
  - a. Completed process of getting faculty recruitment process up in ARIBA
  - b. Pilots for departments starting November 1- once pilots are done will be able to roll out for the entire medical school;
  
3. Debrief October payroll
  - a. Bjfs messy, missing information (C-numbers, accounts); please be mindful of accuracy
  - b. One e-mail per transaction or type of transaction; please do not send multiple transactions per e-mail or scan multiple transactions into a single pdf
  - c. When you send information to the faculty affairs record box—don't need to copy everyone else as multiple people all have access to the records
  
4. Salary / Compensation
  - a. Performance Pay Policy- see posted PowerPoint
  - b. Benchmarking: AAMC all schools is the standard tool for benchmarking; on a very limited basis, other benchmarks can be used if compelling exception is approved by faculty affairs and SOM leadership
  - c. 75% Rule
    - i. SOM has a reasonableness standard of 75 percentile; any salary request above3 this threshold needs to go to fair market review and Board of Trustee approval
    - ii. Part of the review includes a SullivanCotter consultant review for fair market value; Medical school leadership is considering whether costs should continue to be charged centrally or should be charged to the relevant department for fair market value review.
  
5. Non-compete
  - a. All faculty with any clinical role must sign a non-compete at the time of offer letter
  - b. In some cases, faculty may be asked to sign non-competes if they have been here for a prolonged period of time (since before non-compete policy) and have a substantial change in status (eg in some retention cases)

Questions and comments:

- Carol – Pharmacology : request for APT update (done)

Next call will be scheduled for about a month from now