

**Minutes
Dean's Advisory Committee
February 12, 2013**

Dean Bill Roper called the meeting to order.

Approval of Minutes

Minutes of the January meeting were approved by a unanimous vote.

Five Year Reviews/Distinguished Professorships

Dr. Anthony Meyer presented the committee's report of Dr. William Powers' five-year review which was unanimously approved.

There were no Distinguished Professorships to be presented.

Information and Discussion Items

- **School of Medicine Membership Update** – Dr. Paul Godley, Executive Associate Dean for Faculty Affairs and Faculty Development, gave an overview which included the following points.
 - SOM Bylaws were amended during the LCME site visit preparation to include creation of a nominating committee, addition of elected faculty representative to the DAC (one clinical, one basic science), and modifications to existing committees to include election of some members.
 - Committee Structure was outlined for each of these committees:
 - Admissions Committee
 - Education Committee
 - Student Progress Committee
 - Committee to review Appointments, Promotions and Tenure: Full professor and Associate professor
 - Committee to review promotions of Fixed Term faculty
 - Fall 2012 Election
 - 379 faculty voted in APT Committees election
 - 365 faculty voted in the Faculty Representative election
 - Spring election will be for all committees

- **Evolving Role of the Faculty Representatives to the DAC** – Drs. Jeffrey Sonis and David Mayer, faculty representatives, provided insight into how they and future faculty representatives could promote better communication between the “rank-in-file” faculty and the DAC.
 - Email address where information could be forwarded to the representatives (DAC members suggested a website with a link to an email address.)
 - Visit each department and/clinic to get information (DAC members suggested this might be best done via an initial visit with departments with subsequent follow up as requested.)
 - Survey faculty members (DAC members discouraged the use of surveys as faculty are receiving numerous surveys now.)

- **IT Security Update** – Dennis Schmidt, Director of the Office Information Systems, presented slides describing the School of Medicine information security risks. The goal is to move all devices on the School of Medicine behind the SOM firewall within six months. It is mandatory that all mobile devices with sensitive data be encrypted. Mr. Schmidt provided an overview of risk assessment that included:
 - Compliance and audit bodies – financial and financial system, payment card industry, HIPAA/HITECH
 - Scope – participating entities and sources of vulnerability information
 - Risk model – risks and impacts, impact, probability, risk matrix
 - Risk assessment results
 - Firewall implementation – explanation of what a firewall is and why it is needed, effects on users

 - Dennis stressed the need for full cooperation of IT staff, server administrators, etc. in this transition. He also highlighted the medical school’s participation in the Carolina Counts project– SOM savings: One-time - \$250,000; Annual - \$327,000.

Dean Roper asked that the Chairs give this effort their full support and encourage their staff to cooperate with the OIS staff.

Announcements/Open Forum

There were no announcements.

There being no further business, the meeting was adjourned by Dr. Roper.