



USU School of Medicine

Faculty Affairs/Faculty Development Newsletter

Fall 2024

Self-Service Site: <https://fac-dev.usuhs.edu>



NEW ANONYMOUS FACULTY LISTENING POST

The Office of Faculty Affairs launched an anonymous post intended to provide a safe and confidential venue to report incidents or concerns involving bias, abuse, hostility, unprofessional behavior, and non-inclusive experiences. This can also be used for any faculty concerns about processes, and suggestions are appreciated as well. Note: You can choose to remain anonymous; no information will be collected about you. You may also choose to identify yourself, and if so, agree to follow-up contact regarding your report. The link can be found on the Self-Service Site under the **RESOURCES** tab, or at the following link on the intranet. <https://sites.google.com/usuhs.edu/facultyaffairs/home> These will be discussed by a small group of faculty for action, further information gathering, and will be reported annually to the faculty.

Email address update guidance: USU connections with National Faculty

Email migration to "health.mil" has caused some issues with accounts here at USU. Additionally, many faculty have other military emails that are not "health.mil". At the University, we do not get any updates from the uniformed services and rely on faculty to tell us when contact info has changed. We are working to streamline this process for faculty not located or assigned directly to USU with a USU email. Make any corrections to your contact info at this google link. If you have trouble on your government computer (it is inconsistent) use your phone. We are tracking updates this way.

https://docs.google.com/forms/d/e/1FAIpQLSesLSb9CT0f8rtBIBkgYZrqxV01wVPIZAQ_j4PCNBcT11laAw/viewform?usp=sf_link



Update from the Office of Medical Education

Student updates:

- ✓ **Class 2028** completed their first module, and their first field exercise.
- ✓ **Class 2027** has started their last module before clerkships.
- ✓ **Class 2026** is in their eighth round (out of 9) of their core clerkship year.
- ✓ **Class 2025** is currently doing Bushmaster and have completed their residency applications.

We will be looking overall at our curriculum in January 2025 reassessing if it is time to change and innovate. We are continuing to move toward competency-based education for our medical students using direct observation at the clinical sites.

Faculty Appointment and Promotion Tidbits

Who is eligible for a faculty appointment?

- Anyone teaching USU medical students or graduate students (Residents are not eligible)
- Clinical fellows (in fellowship training) can be Instructors or Assistant Professors
- Non-physicians teaching medical students can be Instructors
- “Teaching Fellow” is not an official academic appointment in the School of Medicine
- Reach out to the Associate Dean for Faculty Affairs Jessica.survey@usuhs.edu or the USU Department Chair with questions https://fac-dev.usuhs.edu/file?path=documents/usuhsdepartmentchairlist.pdf&token=vyarLiJs0iukqYGBBwVALnFMjs_TrallxB8

Applying for an initial appointment:

- The latest one-pager instructional document is available at https://fac-dev.usuhs.edu/file?path=documents/assistant_professor_and_instructor_online_appointing_system.docx
- Need step-by-step instructions? The **INSTRUCTIONAL VIDEO** is available at <https://panopto.usuhs.edu/Panopto/Pages/Viewer.aspx?id=e49963b7-fd0e-4c52-9e58-aff601577eb3>
- Trouble viewing? Let us know – email thomas.mcfate@usuhs.edu

New Faculty Orientation

- ❖ USUHS Billed New Faculty Orientation (stationed at USU/civilian hired by USU)
 - All new faculty are encouraged to attend to learn more about the role of a USU faculty member, how to engage in SoM missions, and the overall organization of USU, including support services
 - Contact lisa.mctigue@usuhs.edu to schedule a 90-minute session for groups of up to 4 faculty members
- ❖ USUHS National Faculty Orientation (outlying MTFs/other Adjunct faculty)
 - 6 virtual sessions a year to introduce National Faculty to USU’s organization, benefits of being a faculty member, School of Medicine educational programs, and USU as your academic home
 - Register for sessions on the Self-Service Site <https://fac-dev.usuhs.edu>, and a Google link will be sent the day prior to the session. Any questions reach to Thomas.mcfate@usuhs.edu
 - Future sessions (*All times EST) – note new dates added!

▪ Mon, 2 Dec, 1200-1300	• Thurs, 12 Jun, 1700-1800
▪ Tues, 4 Feb, 1300-1400	• Fri, 15 Aug, 1030-1130
▪ Wed, 9 April, 0730-0830	• Mon, 20 Oct, 1500-1600

REAPPOINTMENTS/INACTIVATIONS

Like all Schools of Medicine, USUHS requires faculty to periodically sign a “reappointment” letter to attest to their continued commitment to the school’s mission. USU has a 3-year appointment cycle for those faculty on the tenure-ineligible track (the majority of faculty and ALL faculty of the uniformed services). According to our promotion document, faculty will be inactivated if the letter has not been returned within 60 days. 100% of letters were sent by 17 July 2024. Currently, USU SOM has more than 6000 appointed faculty.

As of 1 October, approximately 25% of faculty have not returned a signed letter. These faculty will be inactivated over the next 1-2 months as we work through the names. If you or a colleague who has an active appointment have not received a letter, **please reach back to jessica.survey@usuhs.edu ASAP**. Many of the letters had inaccurate info. The Office of Faculty Affairs is working to create easier processes that are consistent in updating info.

*****Faculty should keep this letter as their official appointment letter for personal future use.*****

Inactivations: This was the first academic year this process was electronic. Faculty would have received an email message (as long as you keep your email updated). If there is any question, reach back to the Chair of the Department or jessica.survey@usuhs.edu.

New Leadership Announcements

Assistant Dean of Recruitment

LTC J. Austin Cox recently assumed the role of Assistant Dean of Recruitment. He will be overseeing our MMA program where faculty are ambassadors to undergraduate students considering applying at USU. He is an Army dermatologist and prior core teaching faculty at the residency at WRNMMC.

Associate Dean for Clinical Education

Welcome back to a recently retired, Dr. Pamela Williams, to her new role. Dr Williams recently served as the Associate Dean for Student Affairs and is now spearheading our clinical education for the medical students. She will be interfacing with our clinical sites to ensure comparable education within our system. This is a new position in the SOM and roles and relationships will be evolving.

Assistant Dean for Digital Transformation

LCDR Jacob Cole assumed this new role to catapult the SOM into an innovative digital world. Jake is an anesthesiologist last practicing and teaching students and residents at Portsmouth. His last role was as the Chief Informatics Officer/Director of Healthcare Informatics at Naval Medical Forces Atlantic in Portsmouth, VA.

Chair of Surgery

CAPT Matthew Bradley recently assumed the role as Chair, Department of Surgery. His is a General Surgeon, with fellowship training in Trauma and Critical Care, and numerous deployments over his time in the Navy. He recently served as the Program Director for the General Surgery Residency at WRNMMC in the National Capital Consortium. Prior to that he served as the Department Head for the Regenerative Medicine Dept at the Naval Medical Research Center.

CONGRATULATIONS TO 2023-2024 DEAN'S ANNUAL TEACHING AWARD WINNERS

The Dean's Annual Faculty Teaching Awards recognize local and national faculty members, honoring accomplishments during the preceding 1-2 academic years.

National Capital Region Basic Science Dept: Eva Polston, PhD, Associate Professor, Dept of Anatomy, Physiology and Genetics.

National Capital Region Clinical Science Dept: Elizabeth Greene, MD, Assistant Professor, Dept of Psychiatry.

National Faculty Senior (Associate Professor/Professor): LCDR Gregory Booth, MD, Associate Professor, Department of Anesthesiology, Naval Medical Center Portsmouth

National Faculty Junior (Assistant Professor): Lt Col Faith Kelly, MD, Assistant Professor, Department of Medicine, Brooke Army Medical Center

National Faculty Junior (Assistant Professor): Rachel Sy-Layug, MD, Assistant Professor, Department of Psychiatry, Tripler Army Medical Center

All Faculty Semi-Annual update from the Office of Faculty Affairs

In October of 2023, Faculty Affairs did the first "all faculty" brief. Poll answer from faculty preferred a twice a year briefing. Originally 22 October was set as the date. Due to some important transitions, this was cancelled. **The rescheduled date is 13 November** links are below. All briefs will have the same content. Numerous times are being offered to reach our varied faculty across many time zones. All times shown are EST
Nov 13, **0730-0830**, <https://meet.google.com/cjd-kcay-xxw> | Join by phone +1 323-920-8463 PIN: 925 967 975#
Nov 13, **1000-1100**, <https://meet.google.com/wea-gwpp-jqs> | Join by phone +1 620-392-0652 PIN: 112 453 439#
Nov 13, **1700-1800**, <https://meet.google.com/xbv-ckxt-qqe> | Join by phone +1 929-276-0430 PIN: 982 498 595#

Faculty Development

Faculty Development Self-Service Site: <https://fac-dev.usuhs.edu>

The Self-Service Site is accessed via a USU Single Sign-On (SSO) account.

1. If you have an account, log in to make sure your login and password work.
2. If your login doesn't work, or you do not know if you have an SSO account, email accounts@usuhs.edu
3. If you need an account, apply from a CAC-based computer at <https://apps.usuhs.edu/account-registration/>. Add irene.chi@usuhs.edu or thomas.mcfate@usuhs.edu as the "Approving POC" email.

The Self-Service Site allows you to: a) See upcoming classes with locations (searchable by location), register for and withdraw from sessions, track progress, b) Read current and past newsletters, c) Resources tab for information on the program, appointments & promotion, and Allyship Program

Faculty Development Certificate Recipients

Congratulations! The following faculty members completed their USU Faculty Development Program certificates!

TEACHING CERTIFICATE

- HM1 Austin O'Kelly, MHA, USN, Hospital Corpsman, SAUSHEC
- LTC Meghan Joyce, DSc, MPAS, PA, USA, Orthopaedic Physician Assistant, SAUSHEC
- Katherine Selleck, OD, CIV, Dept of Optometry, NMCCL
- Capt Diana Trang, DO, USAF, Dept of Family Medicine, Travis AFB
- LCDR Quinn Leeper, DNP, USN, Graduate School of Nursing, NMCS
- MAJ Terra Forward, DO, MPH, MBA, USA, Dept of Preventive Medicine and Biometrics, MAMC
- Capt Adriana Carpenter, DO, USAF, Dept of Family Medicine, Nellis AFB
- Lt Col Francisco Gallardo, DDS, MS, USAF, Prosthodontics, Nellis AFB
- Michael McQuade, PharmD, USAF, Dept of Pharmacology, Nellis AFB
- Maj Erin Tracy, MD, USAF, Dept of Anesthesiology, USU
- CPT Katey Osborne, MD, USA, Dept of Military and Emergency Medicine, SAUSHEC
- Lt Col Matthew Baker, MD, MHPE, USAF, Dept of Psychiatry, WPMC
- LCDR Charles Groomes, MD, USN, Dept of Pediatrics, NMCP
- CDR Michael Eliason, MD, USN, Dept of Surgery, NMCP
- John McManigle, MD, CIV, Dept of Medicine, USU
- Christina Kelly, MD, CIV, Dept of Family Medicine, USU
- Jill Brown, MD, MPH, CIV, Dept of Gynecologic Surgery and Obstetrics, USU
- LCDR Meaghan Wido, MD, Dept of Pediatrics, USU
- LCDR Laura Gilbert, MD, MPH, USN, Dept of Medicine, NMCCL
- Lt Col Lisa Gregorcyk, MD, USAF, Dept of Pediatrics, NMCP
- LTC Elizabeth Simmons, MD, USA, Dept of Pediatrics, NCC-WRNMMC

ADVANCED TEACHING CERTIFICATE

- Daniel Adams, MD, CIV, Dept of Pediatrics, NMCP
- Col Matthew Snyder, DO, USAF, Dept of Family Medicine, Nellis AFB
- CDR N. Cody Schaal, PhD, USN, Dept of Preventive Medicine and Biometrics, NSETC

ACADEMIC LEADERSHIP CERTIFICATE

- CAPT Jayson Huber, DDS, MS, USN, Comprehensive Dentistry, WRNMMC
- Lt Col Jeanmarie Rey, MD, USAF, Dept of Family Medicine, USU

Congratulations to our new ALLIES! (Allyship CERTIFICATE)

Dr Amy Hildreth, CAPT Joe Molinaro

UPCOMING FAC DEV EVENTS

- 21 Oct 24, 1 Jan 25, 18 Apr 25, 16 Jun 25 – Challenges of Small Group Teaching at USU
- 30 Oct 24 – Navigating the Writing Process at USU
- 4 Nov 24 – Classroom Assessment at USU
- 13 Nov 24 – Prompt Engineering, Intro and Adv at USU
- 3-5 Dec 24 – USU visit to NMC Portsmouth
- 16 Dec 24 – AI Tools for Healthcare Education at USU
- 8 Jan 25 – Educator's Portfolio at USU
- 17 Jan 25 – Building a Simulation Scenario at USU
- 28 Jan 25 – USU visit to NMC Camp Lejeune
- 11-13 Feb 25 – USU visit to SAUSHEC
- 26 Feb 25 – USU visit to Ft Liberty
- 27 Feb 25 – Question Writing Workshop at USU
- 28 Feb 25 – USU visit to Ft Eisenhower
- 11-12 Mar 25 – USU visit to NMC San Diego
- 25 Mar 25 – Curriculum Development at USU
- 23-24 Apr 25 – USU visit to Tripler
- 6-7 May 25 – USU visit to Madigan
- 9 Sep 25 – USU visit to Ft Cavazos
- 11 Sep 25 – USU visit to NH Jax

NOTES:

- **Check the Self-Service Site for any virtual sessions
- **FOCUS Faculty sessions per local MTF faculty development schedules
- **Reminder**—CME credit is available too. Be sure to follow the correct link to register for this credit.