

**Emory University School of Medicine
Junior Faculty Development Course
2008**

Course Director: Sharon Weiss, M.D.

Title	Presenter(s)	Duration	Topic
INTRODUCTION			
<p>Session 1 (3 hours) January 10, 2008</p> <p>Course Introduction</p> <p>Birkman Analysis</p>	<p>Sharon Weiss, M.D. Professor and Vice Chair Department of Pathology Associate Dean Faculty Development</p> <p>Krysia W. Waldron Goizueta School of Business</p>	<p>0.5 hr.</p> <p>2.5 hrs.</p>	<p>Pre-class assignment:</p> <ul style="list-style-type: none"> • Take Birkman assessment online • Make appointment with Dr. Weiss to discuss career goals and mentoring • Goals and structure of course • Habits of successful faculty • Preparing for promotions • Birkman Analysis and Class Exercise

THE ORGANIZATION

Session 2 (3 hours) January 24, 2007

Leading a Medical School

Thomas Lawley, M.D.
Dean
School of Medicine

1.5 hrs.

- Vision for the School of Medicine (SOM)
- The organization of the SOM
- Macroeconomics of the SOM
- Choosing chairs and leaders
- Balancing priorities

Departmental Grants and
Finances

Trish Haugaard
Assistant Dean for Research
School of Medicine

0.75 hr.

- Grant budgets
Facilities and Administrative costs
(indirects)
- Cost share and cost transfers
- Reports to manage grant funds

Helen McLaughlin
Chief Operating Officer
Emory Children's Center

0.75 hr.

- Departmental Revenues and Expenses
- Faculty Cost and Salary
- Grants Administration and Costs

EDUCATION AND TEACHING

Session 3 (3 hours) February 7, 2008

Medical Education and
Master Teachers

Nancy Newman, M.D.
Professor of Ophthalmology
Chair, Faculty Committee on
Appointments and Promotions

Katherine Heilpern, M.D.
Professor and Chair
Department of Emergency
Medicine

C. Whitaker Sewell, M.D.
Professor of Pathology

Joyce Doyle, M.D.
Associate Professor of Medicine

Douglas S. Ander, M.D.
Associate Professor of Emergency
Medicine

Gordon Churchward, Ph.D.
Associate Professor of
Microbiology and Immunology

3.0 hrs.

- Teaching and Promotions
- Teaching Portfolio
- Lecturing to Large Groups
- Bedside Teaching
- Teaching with Simulations
- Evaluating Students: Direct Observation and Feedback
- Visit to Simulation Laboratories

PRESENTATION AND WRITING SKILLS

<p>Session 4 (3 hours) February 21, 2008</p> <p>Presentation Skills I</p>	<p>Molly Epstein, Ph.D. Assistant Professor Practice Management Communication Goizueta Business School</p>	<p>1.5 hrs.</p>	<p>Pre-class assignment:</p> <ul style="list-style-type: none"> • Individual counseling session with Dr. Epstein • Videotape your lecture (by appointment at Goizueta) • How to Give a Lecture: An Overview <p>Pre-class assignment:</p> <ul style="list-style-type: none"> • Submit an introduction to a paper you will write to rrothen@emory.edu prior to class • Macrostructure of a Paper
<p>Session 5 (3 hours) February 23, 2008 (Optional)</p> <p>Scientific Writing II</p>	<p>Richard Rothenberg, M.D.</p>	<p>3.0 hrs.</p>	<ul style="list-style-type: none"> • Writing Workshop
<p>Session 6 (3 hours) March 6, 2008</p> <p>Presentation Skills II</p>	<p>Molly Epstein, Ph.D.</p>	<p>3.0 hrs.</p>	<ul style="list-style-type: none"> • Present and Critique Lectures

RESEARCH AND SCHOLARSHIP

Session 7 (3 hours)
March 20, 2008

Grants and the Study Section

Jeremy Boss, Ph.D.
Professor of Microbiology and
Immunology

Jeff Sands, M.D.
Professor of Medicine and
Associate Dean of Research
TBC

Grace Pavlath, Ph.D.
Professor of Pharmacology
TBC

Robert Taylor, M.D., Ph.D.
Professor of Internal Medicine
TBC

3.0 hrs.

- Types of Grants
- Where to Look for Grant Money
- Dos and Don'ts of Grant Writing
- Mock Study Section

LEGAL AND ETHICAL ISSUES

Session 8 (3 hours)
April 1, 2008 (TUESDAY)

Legal Issues in the Workplace

Amy Adelman, J.D.
Associate General Counsel
Emory University

1.0 hr.

- Managing Personnel Without Being Sued
- Avoiding Claims of Discrimination
- Discriminatory Harassment and Retaliation
- When to Call for Help

Conflict of Interest/Ethics

Claudia Adkison, J.D., Ph.D.
Executive Associate Dean
Administration & Faculty Affairs

2.0 hrs.

- Definition of Conflict of Interest
- Case-based Discussions

Kathy Kinlaw, Ph.D.
Interim Director
Ethics Center

LEADERSHIP AND ADMINISTRATION

<p>Session 9 (3 hours) April 17, 2008</p> <p>Negotiation/Conflict Resolution</p>	<p>Earl Hill Senior Lecturer Goizueta Business School</p>	<p>3.0 hrs.</p>	<ul style="list-style-type: none"> • Lecture and Workshop on Negotiation
<p>Session 10 (3 hours) April 30, 2008 (note this is a Wednesday)</p> <p>Leadership Styles</p>	<p>Michael M. E. Johns, M.D. Chancellor Emory University</p> <p>Rosemary M. Magee, Ph.D. Vice President / Secretary of University Emory University</p> <p>Donna W. Hyland Chief Operating Officer Children's Healthcare of Atlanta</p>	<p>3.0 hrs.</p>	<ul style="list-style-type: none"> • Personal perspectives • Leadership Styles of Men and Women • Do's and Don'ts for Leaders
<p>TOTAL</p>		<p>30.0 hrs.</p>	

* TBC – To be confirmed