



VANDERBILT UNIVERSITY

SCHOOL OF MEDICINE

Faculty Quick Reference Guide

AY 2025 - 2026





Welcome... from the CEO & Dean!

As an alumnus of our medical and graduate schools, I've been a member of the Vanderbilt family since the age of 22. After some time away for training in the 1980's, and a series of roles in our clinical, educational, and research programs, I've had the privilege of serving as the chief executive of VUMC and as dean of the Vanderbilt Medical School since 2009. Throughout the past few decades, VUMC has been on a journey, moving from a well-established regional academic medical center to a more widely recognized, national destination for healthcare, science, and training. Today, as the fifth largest recipient of research funds from the National Institutes of Health (NIH), our center is among the most highly regarded in the nation, with our departments of Medicine, Otolaryngology and Pediatrics No. 1 in the nation in NIH research grant support. Many of our training programs also enjoy national leadership, with both Urology and Otolaryngology ranked No. 1 in the nation, as well as our Bill Wilkerson hearing and speech graduate programs.

It is noteworthy that a wide array of clinical programs at VUMC have become national destinations for specialized care. Our heart transplant program is now the largest in the nation, and our solid organ transplant programs overall are the third largest in the nation. Many other clinical programs are seen as nation leading, from cochlear implantation to pediatric infectious disease. The Mid-South's largest NCI-designated comprehensive cancer center, The Vanderbilt-Ingram Cancer Center, is a national leader in personalized cancer medicine. These accomplishments speak not only to a major focus on building clinical program scale that allows us to reach patients far beyond our region, but also to the research and training programs that power them, providing the most cutting-edge and innovative care platforms and a constant supply of the most highly specialized and talented clinicians.

VUMC's industry leadership in biomedical informatics, with the nation's largest academic department of more than 130 faculty coupled to expansive investments in health information technology, creates a platform for a multitude of clinical innovations. These include the rapid integration of basic and clinical research informing cutting-edge bedside care, as well as decision-supported virtual care supporting clinicians working in hospitals across our region. By coupling these sophisticated informatics platforms with DNA collection, the medical center has become a national leader in precision medicine. After nearly two decades of development, BioVU is the nation's largest health system-based DNA repository linked to deidentified electronic health records with over 350,000 patient samples. The NIH Data and Research Support Center for the US Precision Medicine "All of Us" Program is based at VUMC, and our NIH-supported Potocsnak Undiagnosed Disease Center (UDN) leverages BioVU to provide a diagnosis rate of well over 50%, nearly double the overall NIH UDN network rate.

Unlike many peer academic medical centers, VUMC is a financially and legally independent, not-for-profit academic medical center with its own Board of Directors. We maintain a strong, historic academic affiliation with Vanderbilt University that provides for our medical school educational programs and a vast array of collaborative research activities with VUMC investigators. Having experienced remarkable growth during the past decade, VUMC is the working and learning home to more than 45,000 people and is the largest private employer in Nashville and Middle Tennessee. We house the largest clinical practice plan in the Mid-South, with over 5,000 physicians and nurse practitioners delivering care in our seven campus and regional hospitals, and nearly 200 clinic locations across five states. With residency and fellowship programs training physicians in more than 185 clinical specialties, we are the largest physician training program in the Mid-South. Our nursing residency program is also a source of distinction and is one of the largest such programs in the nation, providing further clinical experience in specialized care across a broad range of specialties.

I am honored to welcome you to this very special place. It is my hope that this orientation session not only provides you with tools to be successful but also introduces you to our very distinctive caring and collaborative culture. Today you will hear from key leaders who will share our resources and programs, while also emphasizing the priority we place on being engaged with fellow co-workers. You will also have an opportunity to fulfill several of your compliance training requirements, of great importance to keeping our atmosphere safe and rewarding.

We will only be as successful as the people here, and it is my highest priority to support and encourage you throughout your VUMC career. As one of the nation's leading medical centers with extraordinary resources and capabilities, I am mindful of our responsibility not only to the people of this region, but to the nation and the world. Thank you for joining us, and I look forward to meeting you and working with you in the days ahead.

Jeffrey R. Balser, MD, PhD
President and CEO, VUMC
Dean, Vanderbilt University School of Medicine

OFFICE OF FACULTY & MEDICAL STAFF ENGAGEMENT

MEET THE DEANS

Donald Brady, MD



**Executive Vice Dean
Academic Affairs**

Welcome, from the Office of Faculty & Medical Staff Engagement team. It is our privilege to support the faculty of the School of Medicine in its many missions. Our areas of responsibility and oversight include faculty appointments and promotions, academic development, training and compliance, and conflict of interest assessment and management. We welcome the opportunity to partner with you. In collaboration with the Department Chairs and Center Directors, we oversee and help shape programs for faculty development across the Medical Center.


Considerable effort in the office is focused upon streamlining the processes by which faculty meet the compliance, educational, and regulatory requirements attendant to their professional endeavors. The members of the office staff stand ready to assist you and are able to provide guidance in administrative matters related to your faculty appointment and in policy and procedural issues which govern your relationship with the School of Medicine and Vanderbilt University. Please let us know how we can help you. Welcome aboard -- we're glad you're here at Vanderbilt!

Maureen Gannon, PhD



**Associate Dean
Faculty Affairs**

- Faculty development programs


 maureen.gannon@vumc.org

Steve Meranze, MD



**Associate Dean
Faculty Affairs**

- Faculty compliance
- Faculty conflict of interest


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Saralyn Williams, MD



**Associate Dean
Faculty Affairs**

- Faculty appointments and promotions

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OFFICE OF FACULTY & MEDICAL STAFF ENGAGEMENT

MEET THE STAFF



Shannon Ontiveros, MS

Senior Director
OFMSE



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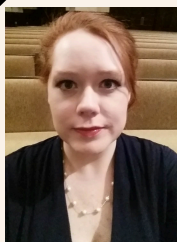


615.322.8384



<https://www.vumc.org/faculty/faculty-office-faculty-affairs>

- Performs administrative oversight of the Office of Faculty & Medical Staff Engagement (OFMSE).
- Supports faculty in completion of required compliance training.
- Supports faculty in conflict of interest and commitment disclosure, review and management for School of Medicine and Nursing faculty.



Kristen Howell

Senior Program Manager
Systems and Educational Technology



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<https://www.vumc.org/faculty/faculty-office-faculty-affairs>

- Acts as liaison with VUMC IT on OFMSE software solutions.
- Provides training to faculty and staff on OFMSE technology resources.
- Supports faculty in completion of required compliance training.
- Facilitates educational sessions for administrators.



Lindsey Patrick-Wright, MLIS

Senior Program Manager
Faculty Appointments and Promotions



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<https://www.vumc.org/faculty/appointments-promotions>

- Processes faculty actions.
- Supports faculty review committees.
- Processes retired and Emeritus/Emerita faculty.
- Provides informational support for department administrators regarding faculty actions.



Diane Sussman

Senior Program Manager
Faculty Committees



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<https://www.vumc.org/faculty/endowed-chairs>



<https://www.vumc.org/faculty/faculty-leaves-absence>

- Conducts department chair and senior leader searches.
- Submits endowed chair nominations.
- Processes and supports faculty review committees.
- Processes FMLA and faculty leaves.
- Submits endowed directorships nominations.



Lisa Tarr

Senior Program Manager
Faculty Development Programs



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<https://www.vumc.org/faculty/professional-development>

- Coordinates new faculty orientation.
- Plans and executes faculty development programs and events.
- Coordinates faculty spring assembly and faculty awards.
- Supports nomination process for the Academy for Excellence in Clinical Medicine.

FACULTY DEVELOPMENT RESOURCES

Office of Faculty & Medical Staff Engagement - Faculty Development



Maureen Gannon, PhD

Associate Dean, *Faculty Affairs*
OFMSE



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<https://www.vumc.org/faculty/professional-development>

- Provides professional development programs for faculty members.
 - cohort-based programs for all faculty ranks
 - workshops and seminars for all faculty ranks
- Provides resources for additional School of Medicine faculty development programs
- Hosts New Faculty Orientation
- Oversees the Academy of Excellence in Clinical Medicine and the Faculty Awards

Educator Development & Center for Professional Health

Educator Development Program (EDP): a comprehensive faculty development program that:

- Enhances all faculty teaching skills in various settings (clinical, classroom, lab, lecture skills, etc.).
- Provides training to advance skills as an educator, researcher, leader.

Center for Professional Health (CPH): a comprehensive program that:

- Addresses physicians and other healthcare providers' professionalism and health and well-being, both as prevention and as professional development.



**Charlene M. Dewey,
MD, MEd, MACP**

Assistant Dean, *Educator Development*
Director, *Center for Professional Health*



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<https://www.vumc.org/ohse/educator-development-program>



<https://www.vumc.org/cph>

Eskind Biomedical Library



Rachel Lane Walden, MLIS

Assistant Director for Research and
Education Services
Eskind Biomedical Library



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<https://www.library.vanderbilt.edu/bio-medical/>

The Annette and Irwin Eskind Family Biomedical Library and Learning Center provides access to a comprehensive collection of knowledge-based information resources, research tools, and user-centered services to the Vanderbilt University and Vanderbilt University Medical Center. We strive to be a proactive, innovative, and collaborative partner strategically aligned with the academic, research, and clinical enterprise.

FACULTY WELLNESS RESOURCES

Health & Wellness



**Lori Rolando,
MD, MPH, FACOEM**

Executive Director

Faculty & Staff Health and Wellness

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🌐 <https://www.vumc.org/hw/>

- Occupational Health Clinical (OHC): protects faculty and staff health while they are at work through programs to monitor exposure to workplace hazards and treat work-related illness and injury.
- Work/Life Connections EAP: promotes problem solving and stress resilience through group education and individual counseling or coaching.
- Health Plus: provides health promotion and prevention services that promote healthy lifestyles 24 hours a day, at home and at work

Faculty & Physician Wellness

- Faculty & Physician Wellness Program:
 - Performance Coaching: work with trained coaches to improve job performance and/or address workplace concerns
 - Counseling: receive support from licensed clinicians for VUMC faculty and/or physicians and their spouses
 - Recovery Support: receive assistance with substance use challenges
- VWell:
 - Connects individuals with systems, facilitates dialogue, removes obstacles, and identifies resources to meet wellbeing needs.
 - Departmental faculty VWell Champions spearhead wellbeing efforts at a Department/Division level
- SHARE Center:
 - Provides support for those impacted by workplace sexual harassment
 - Contains educational & informational programming across VUMC



Terako Amison, MD

Medical Director

Work/Life Connections – EAP

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🌐 <https://www.vumc.org/hw/worklife-connections-eap>

CLINICAL TOPICS

RESOURCES AND REGULATIONS

Center for Experiential Learning & Assessment (CELA)



Keith Obstein, MD, MPH
Assistant Dean
Simulation in Medical Education

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🌐 <https://www.vumc.org/cela>

- CELA is committed to supporting faculty in providing learners with opportunities to develop and deliberately practice key knowledge, skills, and behaviors that will optimize their performance in real-world clinical settings.
- The ultimate goal of simulation-based medical education is to improve patient care and reduce medical errors, particularly during complex and high-risk clinical situations.

Undergraduate Medical Education (UME)

- The vision of Vanderbilt University School of Medicine is to shape a future in which all persons reach their full health potential.
- The core values of Vanderbilt University School of Medicine are integrity, belonging, humility, fairness, mutual respect, and excellence.
- The mission of Vanderbilt University School of Medicine is to catalyze the advancement of impactful discovery, servant leadership, and lifelong learning.

Bill Cutrer MD, MEd
Senior Associate Dean
UME

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🌐 <https://medschool.vanderbilt.edu/curriculum>



Graduate Medical Education (GME)



Kendra "K" Parekh, MD, MHPE
Associate Dean
GME

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🌐 <https://www.vumc.org/gme/>

- The Office of Graduate Medical Education is committed to supporting the trainees, faculty and staff in our many residency and fellowship programs for new physicians.
- VUMC trains more than 1,200 house staff in more than 100 accredited specialty and sub-specialty programs.
- Offers experiences in a major teaching facility with diverse patient populations, state-of-the-art technology, cutting-edge research and outstanding faculty.

RESEARCH RESOURCES

PANEL

Edge for Scholars

- The Edge for Scholars office is your Vanderbilt home for academic faculty research career development across the spectrum of basic, translational, and clinical disciplines.
- At Edge for Scholars, our mission is to empower biomedical researchers to innovate, create, mentor, and make enduring contributions.
- Our team provides tools to make research careers easier!



Julie Bastarache, MD
Assistant Vice President
*Clinical and Translational Scientist
Development*

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🌐 <https://edgeforscholars.vumc.org/>

Biomedical Research Education & Training (BRET)



Walter Chazin, PhD
Senior Associate Dean
BRET

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🌐 <https://medschool.vanderbilt.edu/bret/faculty-and-staff-resource/>

BRET is the office of the Senior Associate Dean that provides support for biomedical grad students, postdocs, and the faculty who train them.

- Trainee recruitment
- Trainee finance & student travel
- Trainee career & professional development
- Trainee wellness
- 1st year umbrella graduate programs
- Postdoctoral appointments & international support
- Institutional training grants
- Responsible Conduct of Research training
- Trainee database, outcomes, and program evaluation
- Policies relating to research training

RESEARCH RESOURCES

PANEL

Office of Clinical & Research Safety (OCRS)

- Facilitates and promotes safety, health and environmental management for the University and Medical Center.
- Oversees compliance with Biological Safety, Radiation Safety, Chemical Management and Hazardous Waste, and Hospital/Clinical Safety.
- Supports faculty in setting up laboratories through assessment of safety procedures and equipment.
- Provides training on issues of safety in patient care, laboratories and administrative areas.

Kevin Warren

Associate Vice President
OCRS



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🌐 <https://www.vumc.org/safety/>

Institutional Animal Care & Use Committee (IACUC)



Ron Emeson, PhD

Chair
IACUC

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🌐 <https://www.vumc.org/vumc-acup/acup-committees>

- Ensures highest standards of animal care while facilitating critically needed research.
- Uses online protocol/animal procurement software, ARIES and Topaz.
- Hosts New Principal Investigator Orientation.
- OAWA Protocol Analysts can assist with staff training and Post Approval Monitors (PAM) can assist with compliance.

Office of Research

- Supports the Discover, Learn and Share strategic direction across the biomedical research enterprise within VUMC, the School of Medicine and beyond.
- Provides shared research resources, administrative expertise and professional guidance to enable the trans-disciplinary environment and highly collaborative culture that advances discovery and training for all Vanderbilt research faculty, trainees, students and staff.

Susan Meyn

Associate Vice President
Research Resources



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🌐 <https://www.vumc.org/oor>

HUMAN SUBJECTS PANEL

Research Support Services



Lesla Black, PhD

Manager, *Research Programs*
VICTR

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🌐 [https://www.vumc.org/
research-support-
services/welcome](https://www.vumc.org/research-support-services/welcome)

Assists investigators in navigating the complex human research process at Vanderbilt University. Research Services Consultants, experienced professionals in conducting research or Institutional Review Board activities, provide guidance in the following areas:

- Study organization
- IRB navigation
- Training
- Protocol development
- Preparation of study related documents
- Funding and contractual agreements
- Overall program advisory (IMPACTT)

Vanderbilt Clinical Research Center (CRC)

- Inpatient and outpatient research facility staffed with personnel dedicated to conducting clinical research patient care.
- These resources are available to Vanderbilt University and Meharry Medical College clinical investigators and their study teams.
- Locations:
 - Medical Center North (MCN)
 - Doctor's Office Tower Unit (DOT)

Lamar Bowman, BSN, RN

Assistant Manager, *Patient Care
Services, CRC*
VICTR

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🌐 [https://starbrite.app.vumc.org/
maincrc](https://starbrite.app.vumc.org/maincrc)



Human Research Protections Program



**Shannon Simmons,
MS, NCC, CIP**

Learning & Development Manager
Human Research Protections Program

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🌐 <https://www.vumc.org/irb/>

- Reviews all proposals involving human subjects in research.
- Four committees meet weekly to review protocols.
- Allows online submission of applications.
- Faculty must complete human subjects protections training before submitting to the IRB for review.

RESEARCH LOGISTICS

PANEL

Office of Sponsored Programs (OSP)

- OSP serves as VUMC's full-service central office to manage and assist researchers and administrators throughout the lifecycle of grants and contracts, from pre-award to closeout.
- OSP supports investigators who have or plan to apply for external funding through teams of specialized administrators who assist these investigators.

Shane Crounse
IT Manager
OSP



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🌐 <https://www.vumc.org/sponsored-programs/home>

Office of Sponsored Programs - Contracts Management



John Plummer, PhD
Senior Director
*Office of Sponsored Programs -
Contracts Management*

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🌐 <https://www.vumc.org/contracts-management/home>

- Serves as the Medical Center office for contract intake, processing, negotiation and management.
- Reviews both research and non-research contracts including but not limited to federal subcontracts, professional service, data use and industry agreements.
- Supports VUMC community to fulfill research, education and patient care missions.

Foundation Relations

- Builds partnerships with foundations to secure funding for the Medical Center's research, programs and educational initiatives.
- Identifies and cultivates relationships with prospective foundation funders.
- Assists in proposal development and partnering on the grant submission process.
- Strengthens the foundation partnership before, during and after the grant period.

Adele White
Senior Director
Foundation Relations



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🌐 <https://www.vanderbilthealth.org/foundation-relations>

RESEARCH LOGISTICS PANEL

VUMC Finance



Tesha Garcia-Taylor,
MBA, CFRA, CCRS
Associate Director
VUMC Finance



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<https://www.vumc.org/finance/academic-enterprise-support>

- Partners with faculty and department administrators to provide financial research compliance support.
- Manages VUMC effort reporting compliance initiatives and conducts effort interviews for faculty and staff.
- Coordinates the Faculty Research Compliance Expert program.
- Works closely with the other VUMC Post-Award offices on research compliance, policy, and procedures.

VUMC Biostatistics Resources

- [Vanderbilt Biostatistics Data Coordinating Center](#) (VBDCC): can assist you with project and trial design, data collection and curation, analysis and interpretation of results, dissemination of your findings, and other aspects of executing and communicating your work
- [Vanderbilt Technologies for Advanced Genomics Analysis and Research Design](#) (VANGARD): allows investigators to leverage the opportunities provided by next-generation sequencing and other genomics technologies
- [Biostatistics Collaboration Center](#) (BCC): provides, enhances, and/or facilitates statistical collaborations involving the design, conduct, analysis, or publication of biomedical research at Vanderbilt
- [Biostatistics Clinics](#): virtual, free consulting sessions to Vanderbilt and Meharry investigators who have methodological questions about their research projects or published articles
 - Clinic Themes:
 - [Mondays](#): health services research, diagnosis, prognosis
 - [Tuesdays](#): high-dimensional data
 - [Wednesdays](#): surgery, anesthesiology, emergency medicine/critical care medicine
 - [Thursdays](#): clinical and health research
 - [Fridays](#): basic and animal research
 - [First Tuesdays and Thursdays](#): HIV

Bryan Blette, PhD, MS

Assistant Professor
Department of Biostatistics



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<https://www.vumc.org/biostatistics/nfo>

