

**UND SMHS Faculty Accreditation Standards Review Committee (FASRC) Meeting Minutes**  
**Monday February 13, 2023 10:00 AM-12:00 PM Zoom Meeting**

**In Attendance:** Ken Ruit, Sheila Bosh, Marc Basson, Judy Solberg, Namil Choi

**Absent:**

<b>AGENDA ITEM</b>	<b>SUMMARY</b>	<b>ACTION/FOLLOW-UP</b>
<b>Call meeting to order</b>	Meeting was called to order by Dr. Ken Ruit, Committee Chair.	
<b>Review of Minutes</b>	December 12, 2022 minutes were reviewed. Minutes posted to Blackboard	Minutes approved.
<b>2.6 Follow Up</b>	Dr. Ruit provided an update at the Faculty Council meeting last week. There is language proposed by Bylaws Committee, to represent the diversity and geographical distribution of faculty. Bylaws proposed change that each clinical science faculty member of the Faculty Council come from a different campus. UMEC language has been approved. The Nominating Committee is currently seeking peer nominations and self-nominations for available standing committee positions. Appointment by the Dean will take place if needed.	
<b>GQ Review – Q21</b>	Survey comments have been discussed at campus deans and clerkship meetings and shared at DQIP. Proposal to de-identify comments for further discussion and distribution to hospital administrators. This has been delayed as students reviewing comments did not realize the scope with which the results would be shared. They are in the process of editing comments as they feel appropriate. Once finalized, Dr. Zelewski will be sharing the comments as planned.	Add to March Agenda.
<b>ISA 2 Update</b>	All four committees have conducted student/faculty meetings. It was concluded that additional meetings would be beneficial. These additional meetings have yet to be scheduled as students requested time to review the meeting outcomes and prioritize their recommendations.	OMA will follow up with student leaders and assist in scheduling future meetings.

	<p>Midyear survey has been completed with 100% response rate. Results have not yet been shared. Dr. Van Eck, Dr. Zelewski and Anja Selland are finalizing the document for distribution, which will be shared with the appropriate committees and utilized for CQI.</p> <p>Dr. Ruit reported that the draft of the SMHS GQ Dashboard is completed. Next step to allow access to appropriate individuals for feedback. Dr. Basson suggested that we extend this now to the mid-year survey.</p>	
<p><b>Annual Element Review</b></p>	<p><b>5.1 Adequacy of Financial Resources</b>, Reviewed by Namil Choi. Not a cited element in 2022. Current narrative response is accurate. All tables and graphs will need to be updated. 5.1.a - The revenue mix currently shows two graphs that can be combined into one “stackable” bar graph. Namil suggested adding connector lines, segment labels, and total amounts. He also asked if it would be a good idea to add an executive summary narrative at the beginning to express our thought on whether the financial resources are adequate to sustain the “institutional goals”. Dr. Ruit commented that he liked the suggestion of using a stackable graph. Regarding the executive summary narrative question above, Dr. Ruit would like to include the survey team questions in our responses. If this information is in the executive summary of the self-study report, it may be beneficial to include paragraphs or statements from that, however, our goal should be to answer the questions in a way that allows the team to easily complete the survey team report.</p> <p><b>3.6 Student Mistreatment</b>, Reviewed by Sheila Bosh. This was not a cited element in 2022. With recent conversations regarding GQ Q21 and review of concerning survey comments received on the survey distributed by Anja Selland, the reviewer suggested adding this element to Table F. Lengthy discussion on what constitutes mistreatment and how that is still a gray area. It was decided that further discussion on mistreatment and definitions should take place at DQIP. It was also concluded that we should review Element 10.8 Visiting Students and include appropriate language into 3.6 ensuring that it’s clear to the reviewer how we communicate expectations and policies with visiting students.</p>	<p>Add Element Review to March Agenda.</p> <p>OMA will add to next DQIP agenda.</p>

	<p><b>Element 4.6 Responsibility for Medical School Policies</b>, Reviewed by Dr. Solberg, Not a cited element in 2022. Goals will need to be updated for the new strategic plan. Narrative a. Faculty Council will need to be updated to include the language of the Bylaws regarding campus representation.</p> <p><b>Element 4.3 Faculty Appointment Policies</b>, Reviewed by Dr. Ruit. Not a cited element. No changes needed. No tables. Dr. Ruit added the survey team questions and responses. Noted that the SMHS Promotion and Tenure Guidelines are due for revision in the current year.</p> <p><b>Element 4.4 Feedback to Faculty</b>, Reviewed by Dr. Ruit. Not cited in 2022. There is a new question in narrative b. Noted previously written narrative included this already so no major changes. Noted again that SMHS Promotion and Tenure Guidelines are being revised.</p> <p><b>Element 4.5 Faculty Professional Development</b>, Reviewed by Dr. Ruit. Not cited in 2022. SMHS constructed table showing faculty development programming will need to be updated. Noted that a new faculty position/Director of Instructional Design and Technology (Dr. Salentiny) has been added to the team in TLAS. Andrea Guthridge has been hired in the Instructional Designer staff position Dr. Salentiny held previously.</p>	
<p><b>Next Meeting/Announcements</b></p>	<p>Next meeting March 13, 2023 Element Review 5.2 NC, 5.5 SB, 2.2 JS</p>	

Submitted by Sheila Bosh, Accreditation Manager  
Approved by Dr. Ken Ruit, FASRC Committee Chair