

UNDSMHS Faculty Academic Council (FAC) Meeting Minutes
Monday, February 3, 2020
SMHS Room E493, Video in Fargo, Minot, Bismarck and Phone
Attending: See Roster Below

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
Call meeting to order		
Review of Minutes	Minutes from November 18, 2019, were distributed electronically to FAC members prior to the meeting.	Action: A motion was made by Dr. Geiger seconded by Dr. Dunlevy to approve the minutes of November 18, 2019 meeting. The motion passed unanimously.
Dean's Report- Dr. Joshua Wynne	Discussed preparations for legislative sessions in 2021 including reintroducing the research proposal being presented jointly with NDSU President Bresciani. A research committee has been formed under the SBHE and the proposal is being reworked to meet grand challenges. Governor Burgum held his state of state address at UND last week and he emphasized use of the legacy funds for research enterprise areas.	
Update on Bylaws Revisions- Thad Rosenberger	<p>After receiving input from the dean, the bylaws committee has started working on the document again. They are hoping to finish this draft by the next FAC meeting or have a special FAC meeting to review and approve it.</p> <p>Faculty discussed how feedback would be given on the revised bylaws. A comment period will be made for two weeks and those comments will be brought back to FAC for action at the next meeting. The goal is to have these bylaws in place before the next academic year begins.</p>	
Strategic Plan- Dr. David Schmitz	<p>How to have input and oversight of the SMHS strategic plans was discussed. FAC is an opportunity for all the units to get together to discuss and how to work interprofessionally on the review of the eight goals annually. Discussed reviewing two goals per FAC meeting. Purposed review plan:</p> <p>Goal by goal – 8 goals reviewed over one year starting May 2020; two goals each FAC meeting.</p> <ul style="list-style-type: none"> Goals will be reviewed over the course of a calendar year and the roll-up report will reflect the same and is due in December of each year. 	Informational- FAC was willing to use the purposed review plan to review the strategic plan on a yearly basis.

	<ul style="list-style-type: none"> • Pre-meeting distribution of each unit’s strategic plan goal pair (for the upcoming meeting agenda) to the respective unit and ask units to send back their outcomes. That updated information from the units will be sent out to FAC participants prior to FAC meetings to ensure time for members of FAC to review material and consider possible synergies with other units. • Discussion of goals at FAC: <ul style="list-style-type: none"> • How and what progress has been made? (any unit) • What challenges or barriers may exist to progress? (any unit) • Any examples of successes to highlight? (any unit) • What are opportunities for collaboration between units? (all units) • Encourage each unit to update their own unit’s plan related to that goal (as a result of individual unit progress and the discussion regarding collaboration) and return to Judy prior to next FAC. This allows for updating of the unit plans on a rolling basis over a one-year period. • <p>Discussed the time constraints of this discussion during the FAC meetings. The majority of the work would be provided and reviewed in advance of the meeting. Discussed creating a template in the future for reporting. Discussed logging progress, present resources, highlight success and the collaboration involved in the process. Discussed using a slot analysis per goal.</p>	
Medical Curriculum Redesign- Dr. Koponen	The new design team has been meeting to provide assessment oversight. Discussed extra help with the first-year class on this curriculum change next academic year. Some items have been worked in as it allows, including exposure to step one style questions, comprehensive basic science exams and the outcomes have been good and its good practice for the Step One exam. Discussed the policy change requirements needed for the curriculum redesign.	
Consent Agenda Items:	None	
Other:	None	
Announcements	None	
Adjournment	Meeting adjourned at 3:45pm	

Submitted by Jeanette Gratton

Record of Attendance: February 3, 2020
Faculty Academic Council

Voting Members	Present	Absent	Excused
Allen, Jon	X		
Bande, Dinesh		X	
Brown-Borg, Holly	X		
Carr, Patrick	X		
Christianson, Mark			X
Clarens, Richard			X
Combs, Colin			X
Dunlevy, Jane	X		
Geiger, Jonathan	X		
Jedlicka, Janet	X		
Jurivich, Donald			X
Lou, Jau-Shin	X		
Lutz, Dennis	X		
McHugo, Jeanie	X		
McLean, Andrew	X		
Metzger, Jay	X		
Meyer, Mandy			X
Milavetz, Barry	X		
Oancea, Cristina	X		
Porter, Jim	X		
Relling, David	X		
Schmitz, David	X		
Schwartz, Gary	X		
Sens, Mary Ann	X		
Solberg, Brooke	X		

Solberg, Jon			X
Sticca, Robert			X
Tiongson, Christopher			X
Vaughan, Roxanne	X		
Westereng, Steven			X
Students Non-Voting			
Ali, Ashrita, BS			X
Harmelink, Kimberly, HS			X
Volberding, Taylor, MS			X
Advisory Members and Guests			
Wynne, Joshua	X		
Basson, Marc			X
Dorscher, Joycelyn			X
Ruit, Kenneth	X		
Others			
Gratton, Jeanette	X		
Koponen, Mark	X		
Mohr, Thomas			X
Tinguely, Stephen	X		
Solberg, Judy	X		
Van Eck, Rick	X		
Warne, Donald	X		
Rosenberger, Thad	X		