

**UNDSMHS Faculty Academic Council (FAC) Meeting Minutes**  
**Monday, May 6, 2019**  
**SMHS Room E493, Video in Fargo, Minot, Bismarck and Phone**

**Attending:** See Roster

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
<b>Review of Minutes</b>	Minutes from February 4, 2019 were distributed electronically to FAC members prior to the meeting.	<b>Action:</b> A motion was made by Jon Allen, seconded by Barry Milavetz to approve the minutes of February 4, 2019. The motion passed unanimously.
<b>Dean's Report- Dr. Joshua Wynne</b>	<p>President Kennedy's last day will be on or near June 15 and he is committed to a smooth transition.</p> <p>The Chancellor will be on campus on Friday, May 10 for a meeting regarding an interim president with all the vice deans.</p> <p>Discussed legislative meetings and outcomes, discussed merit rate increases.</p>	Informational Only
<b>Medical Student Curriculum Revision- Dr. Mark Koponen Dr. Jane Dunlevy</b>	<p>PowerPoint was presented by Drs. Dunlevy and Koponen beginning with the challenge based on feedback from students, faculty, administration &amp; curriculum committees MCC was challenged to design a new curriculum based on 4 main tenets.</p> <ol style="list-style-type: none"> <li>1. Complete pre-clinical curriculum within the first 18 months or less</li> <li>2. Dedicate time for LCME Step-1 preparation &amp; completion in year-3</li> <li>3. Clinical electives offered earlier – within the clerkship curriculum</li> <li>4. Further integrate basic &amp; clinical sciences throughout all 4 years of the curriculum</li> </ol> <p>Reviewed the curriculum design overview with highlights in longitudinal threads, assessment, and electives. Reviewed the proposed curriculum highlights with</p>	<p><b>Action:</b> Dr. Carr should be contacted with any further suggestions – Financial implications and to solicit feedback from all faculty and how to do those next steps. Discussed a series of town hall meetings. Disseminate plan to entire faculty for next steps, plan and solicit input.</p> <p>Motion by Jane to endorse and continue the work---the concept as endorsed by the dean seconded by Jim Porter. Motion passed unanimously.</p>

	<p>phase 1 – Pre-Clinical, Phase 2- Clerkships and Electives and Phase 3- Acting internship and clinical electives.</p> <p>Reviewed the administrative organization with suggested modifications.</p> <p>Overviewed the timeline and discussed how to overlap the new and old formats.</p> <p>Discussion: This is a systematic review of everything we do not just shifting of classes. Discussed being in the middle of this transition during the next LCME visit in 2022. Discussed any financial implications to make sure we live up to the Strategic Plan. Discussed reducing number of students during the bulk transition/cross over year. Discussed REMS need for additional weeks for research aspects.</p>	
<p><b>Student Mistreatment Report and Policy Review</b> Dr. Joy Dorscher</p>	<p>There were two student mistreatment reports and they were appropriately investigated.</p> <p>Discussed the Academic Expectations of Medical Students Policy- this was distributed for review and feedback before the meeting.</p>	<p>Motion to approve the policy change as proposed by Jim Porter, seconded by Barry Milavetz. Motion passed unanimously.</p>
<p><b>Governance Structure</b> Dr. Stephen Tinguely</p>	<p>Dr. Tinguely shared a table with the layout of the FAC government structure with the current standing committees. Keeping authority within each program. This was reviewed by the Bylaws Committee and they are in support of this structure (line of reporting) dotted line for information, solid line for direct reporting. This brings opportunity for more time and energy at FAC for strategic plan and approach to work together on the mission and details.</p>	
<p><b>Strategic Plan Unit Update-</b> Dr. McLean</p>	<p>Deferred until next meeting</p>	
<p><b>Consent Agenda Items: Standing Committee Reports</b></p>	<p>The following Standing Committee Annual reports were provided electronically before the meeting for review:</p> <p>Biomedical &amp; Health Sciences Curriculum Committee (BHSCC) Graduate Medical Education Committee (GMEC)</p>	

	Committee on Promotion and Tenure (CPT) Admissions Committee Bylaws Committee Medical Student Academic Performance Committee (MSAPC) Medical Curriculum Committee (MCC) Nominating Committee Research Committee	
<b>Other:</b>	None	
<b>Announcements</b>	None	
<b>Adjournment</b>	Dr. McLean moved to adjourn at 4:25pm	

Submitted by Jeanette Gratton

**Record of Attendance May 6, 2019**  
**Faculty Academic Council**

<b>Voting Members</b>	<b>Present</b>	<b>Absent</b>	<b>Excused</b>
Allen, Jon	x		
Bande, Dinesh	x		
Brissette, Catherine	x		
Carr, Patrick	x		
Christianson, Mark	x		
Clarens, Richard	x		
Combs, Colin	x		
Dunlevy, Jane	x		
Fogarty, Edward			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		

Sticca, Robert			x
Tiongson, Christopher			x
Vaughan, Roxanne	x		
Westereng, Steven	x		
<b>Students Non-Voting</b>			
Ali, Ashrita, BS	x		
Harmelink, Kimberly, HS	x		
Volberding, Taylor, MS	x		
<b>Advisory Members</b>			
Wynne, Joshua	x		
Basson, Marc	x		
Dorscher, Joycelyn	x		
Ruit, Kenneth	x		
<b>Others</b>			
Becker, Kim	x		
Foster, Jamie	x		
Gratton, Jeanette	x		
Henry, Keith	x		
Janssen, Cindy	x		
Koponen, Mark	x		
Tinguely, Stephen	x		
Mohr, Thomas	x		
Shabb, John	x		
Solberg, Judy	x		
Van Eck, Rick	x		
Warne, Donald (INMED)			x
Zelewski, Susan	x		