

UNDSMHS Faculty Academic Council (FAC) Meeting Minutes
Monday, November 13, 2017
SMHS Room E493

Attending: D. Bradley (phone), P. Carr, J. Geiger, J. Porter, R. Vaughn, M. Christenson, C. Ryan, A. Champagne, B. Solberg, D. Relling, J. Jedlicka, J. Lou, D. Lutz (phone), A. McLean, D. Bande (video), R. Paur, G. Schwartz, M. Sens, S. Westereng, D. Schmitz (phone), A. Hoggarth, S. Rudrakaju, T. Mohr, S. Tinguely (video), J. Wynne, K. Ruit, S. Tinguely, M. Basson, D. Dorscher, J. Solberg, and J. Gratton

Others Present: S. Zimmerman

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
Review of Minutes	The minutes of the Faculty Academic Council (FAC) meeting held on August 14, 2017 were electronically distributed to FAC members prior to this meeting.	Action: A motion was made by James Porter, seconded by Casey Ryan, to approve the minutes of the August 14, 2017 meeting. The motion passed.
Report from Dean Wynne	<p>Dr. Wynne gave an update on the submitted alignment plan to President Kennedy. Each school/college unit were directed to indicate how they coordinate with the University Strategic Plan. The Executive Committee reviewed the seven items of the strategic plan and how the SMHS support them. The list was robust that supported each of the goals in the plan. The University Strategic Plan has seven priorities. SMHS added an 8th goal to include workforce development and service.</p> <p>The UND budget and the MIRA model were discussed. There are many variances that remain unclear and it continues to be a work in progress.</p> <p>Post occupancy town hall meeting is this Wednesday at 4pm in E101. The JLG Architect firm will be leading this meeting. This will provide them feedback about design features of the building and solicit other feedback.</p>	Action: Dr. Wynne will share the feedback from the President's Office of the alignment plan. The draft document will be sent to the faculty.
Standing Committee Reports	<p>All reports were provided electronically before the meeting.</p> <p>Committee on Promotion and Tenure report was presented by Dr. Sonia Zimmerman. There were no questions.</p> <p>Dr. Zimmerman discussed the upcoming schedule to start looking at proposed guidelines from departments, late February and March, 2018.</p>	Action: Motion by Casey Ryan to approve the CPT report, seconded by Janet Jedlicka. Motion passed. Dr. Wynne asked to provide firm deadlines for submittals to departments and chairs.

	Discussed standing committee attendance issues. This is a service area on evaluations, so it should be utilized to evaluate faculty participation.	Dr. Ruit offered assistance to departments from the Education and Faculty Affairs Office if needed.
Research Committee follow-up	Judy checked to see if a recommendation that comes from the Research Committee have to be endorsed by FAC or can it be forwarded to the appropriate party? This depends on the recommendation. Recommendations regarding polices have a process as do bylaws. If it is a simple recommendation it can be passed along to the appropriate dean.	
Draft duty hours for medical students policy – Dr. Dorscher	There was one comment submitted regarding the 80 hours per week not to exceed. This falls within the basis of ACGME requirements.	Action: Casey Ryan motioned to pass the duty hours policy, seconded by Mary Ann Sens. Motion passed. Action: Change the title of this policy to Duty Hours for Clinical Years.
Communication between FAC and Standing Committees	Some standing committee chairs had questions on how to communicate best with FAC. Dr. McLean wondering if it would be of benefit to have standing committee chairs meet with him, chair of FAC, to have more clarity on items before the FAC meetings occur. He would be available to do so if desired.	
MSAPC suggested Bylaws changes- Drs. Porter and Dorscher	One of the LCME standards to meet needs to show graduation eligibility was discussed. In the bylaws it does not mention advancement or graduation recommendations from MSAPC. Dr. Porter would like to send this to the Bylaws committee to include this language. There is an Element 9.9, which addresses promotion/formal advancement. All expectations will need to be laid out for advancement.	Action: Dr. Porter as chair of MSAPC will bring this item to the Bylaws committee.
Other:	Next FAC meeting is Feb. 5, 2018 from 3-5pm	Informational only
Announcements	The Clinical Chairs meeting will follow immediately after FAC adjourns. Dr. Tinguely is working on alignment of Strategic Plan and he will send that out in February or March, 2018 for review.	Informational only
Adjournment	Meeting adjourned at 4:15pm	

Submitted by Jeanette Gratton