

UNDSMHS Faculty Academic Council (FAC) Meeting Minutes
Monday, May 7, 2018
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, A. Hoggarth, S. Rudrakaju, T. Mohr, S. Tinguely (video), J. Wynne, K. Ruit, M. Basson, D. Dorscher, R. Clarens, J. Solberg, and J. Gratton
Others Present: S. Zimmerman, K. Thormodson,

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
Review of Minutes	The minutes of the Faculty Academic Council (FAC) meeting held on February 5, 2018 were electronically distributed to FAC members prior to this meeting.	Action: A motion was made by Casey Ryan, seconded by Dr. Lou, to approve the minutes of the February 5, 2018 meeting. The motion passed.
Report from Dean Wynne	<p>Dr. Donald Warne will be the Director of Indians Into Medicine (INMED) and Associate Dean for Diversity, Equity and Inclusion. Dr. Dorscher was thanked for her service as the interim INMED Director.</p> <p>There has been continuous quality improvement for LCME standards led by Dr. Tinguely. For best practice we have invited Dr. Kevin Dorsey and Mr. Gary Giacomelli to review our progress and how we are doing. Dr. Dorsey serves as a consultant to assist medical schools preparing for LCME visit. While he served as dean at SIU they had two full survey visits without a single citation. With 4 years to go we have plenty of flex time to make and implement any suggested changes.</p> <p>Dr. Tinguely noted that new Element 1.1. pertains to Continual policy improvement process.</p> <p>Discussed the budget process and implications by the following: 1. allotment we are adjusted to already. 2. Governors recommended 10 % cut in funding and 3% reserve. Rules will apply different to base funding. It appears the impact for next biennium is 7.1 million. 3. MIRA model is still in evolution. 4. One time spending items on this budget but not subsequent expenses.</p> <p>The challenge is we make most decisions well ahead by a year.</p>	Informational only

	Discussed a policy of hiring by way of a central review process.	
Standing Committee Reports: Resources in Education, Kelly Thormodson Bylaws, Dr. Wu MSPAC, Dr. James Porter Biomedical & Health Sciences Curriculum, Drs. Jamie Foster and Brooke Solberg Reports provided electronically.	Kelly presented the Resources in Education report. Main note was process of keeping classrooms stocked. Dr. Wu – absent Dr. Porter – MSAPC report presented. Quorum issues so set dates have been scheduled to accommodate clinical faculty. Goal is to consolidate policies and procedures. Discussed average of deliberation and no motion items. MCC- Van Eck – significant changes in curriculum may be coming. EASRS 8.3needs the most attention CEMS new subcommittee for best practice for curriculum evaluation. Biomedical & Health Sciences, Drs. Foster and Solberg are co-chairs. Handle a lot of course number changes and make sure submissions have no flaws so they don't get hung up across campus. Clinical science graduate student position has not been filled. <ul style="list-style-type: none"> • Check bylaws for discrepancy in the number of members. 	Motion to approved reports as presented by Rick Clarens and seconded by Dave Relling. Motion passed unanimously.
Strategic Plan Update – Drs. Stephen Tinguely and Andrew McLean	There is a Strategic Plan working group that aligns with the UND One strategic plan. The plan has goals, timelines and responsibility and ownership should be FAC. This was distributed to faculty with a two-week comment period with only one comment. There was a Goal 8 added to the SMHS plan– regarding healthcare workforce, Noted (Goal 4) – research, not only RO1 but by all departments. In comparison of our F&A, R 1 and R 2 there was a category for internal institutional report and was not decompressed by grant funding. The internal research funds are now reported as it reflects. Which is why is showed an increased number in funds.	Motion by Dr. Ryan and seconded by Dr. Jedlicka to approved the Strategic Plan.

<p>Bylaws – Change to Committee Charge</p>	<p>Current Charge: 1. Review the structure of the Bylaws, including the Standing Committees document, on at least an annual basis to ensure that they comply with the requirements of the State, the University and accrediting organizations, and to ensure that they reflect the needs and functions of the SMHS. 2. Meet to address any concerns at any time at the request of the Faculty Academic Council or any Standing Committee. Suggested change to Bylaws Charge: 1. Review the Bylaws, on a biennial basis, to ensure that it reflects the needs and functions of the SMHS. 2. Address any concerns related to SMHS Bylaws at the request of the Faculty Academic Council, Standing Committee, or an individual faculty member who goes through the Amendment Process. 3. Modify, as needed, the Bylaws document pursuant to the Charges outlined in 1 and 2 above.</p> <p>Needs a vote to approve. The committee can only recommend changes subject to faculty vote.</p>	<p>Motion by Dr. Schmitz, seconded by Dr. Ryan to approve in principle the change, subject to revised wording and then be voted on. Motion passed unanimously.</p>
<p>Vice Chair- Dr. McLean</p>	<p>There was no volunteer last year to serve as vice chair to FAC. The vice chair succeeds the chair.</p> <p>Dr. David Schmitz indicated he would accept this position.</p>	<p>Dr. Tinguely made a motion, seconded by Dr. Ryan to elect Dr. Schmitz as vice chair. Motion passed unanimously.</p>
<p>Duty Hours policy amendment</p>	<p>Duty Hours amendment: We need to add a statement after this paragraph: Procedures: V) Duty hours in the hospital or clinic setting shall not exceed 24 consecutive hours, including hours spent sleeping while on call if less than 4 hours.</p> <p>The additional material will read : Up to 4 hours of additional time after the 24 hours may be used for activities related to patient safety, such as providing effective transitions of care, and/or student education. Additional patient care responsibilities may not be assigned to the student during this time.</p> <p>This is a part of the ACGME policy that we have modeled our policy after, however, was inadvertently left off during the recent revision.</p>	<p>Motion by Dr. Geiger, second by Dr. Clarens to approve the duty hours amendment. Motion passed</p>

	Dr. Schmitz will clarify ACGME language with Susan Zelewski.	
FAC Summer Schedule	<p>There was an additional meeting of FAC specific for policies in particular for students coming in August. Discussed electronic vote option.</p> <p>Dr. Ruit suggested FAC see only school wide program policies, not for specific programs.</p> <p>Has to be clear as to which committee is responsible for what especially for LCME viewpoint.</p>	Will review the policy on policy if it needs to come to FAC. If they come to FAC, electronically if fine.
Other:	<p>Graduation is Sunday, Dr. Wynne encouraged all to attend.</p> <p>Dean's hour suggestions are being taken, send an email to Dr. Wynne.</p> <p>Seeking broad appeal candidates.</p>	Informational only
Adjournment	Meeting adjourned at 4:25pm	

Submitted by Jeanette Gratton