

UND SMHS Faculty Accreditation Standards Review Committee (FASRC) Meeting Minutes
Monday July 19, 2021, 10:30 – 12:00 pm Zoom Meeting

In Attendance: Stephen Tinguely, Sheila Bosh, Ken Ruit, Judy Solberg, Marc Basson

Absent: None

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
Call meeting to order	Meeting was called to order by Dr. Stephen Tinguely, Committee Chair	
Review of Minutes	June 25, 2021, minutes were distributed electronically to FASRC members prior to the meeting and are also available on Blackboard.	Minutes approved.
1.4 Affiliation Agreements, 5.5 and 5.11	<p>Dr. Tinguely reported that 1.4-1 table has been completed. Agreements have been added to the appendices. Tables for 5.5 & 5.11 are still a work in progress. Dr. Tinguely noted that we previously received some guidance from Dr. Cantenese that addressed critical access hospitals. This guidance will be used to complete the tables.</p> <p>Dr. Ruit asked to comment on element 4.6. He noted that Faculty Council (FC) isn't addressed in our response for this element. He believes that focusing solely on UMEC is too narrow. Both he and Dr. Basson stated they believe that UMEC and FC should be included in our narrative response. Dr. Tinguely stated that a review would be appropriate.</p>	Dr. Tinguely will review the previous versions as well as any comments made by the Dean and will communicate his findings via email to the committee.
Faculty Evaluations/ Information Central Oversight Update	Dr Ruit commented that faculty contracts are out. His office (OSAA) will be following up with departments to see how implementation is going and also asking for documentation. They will file the documentation in their office. After April 1 they will notify clinical departments to remind them to complete evaluations on clinical faculty and will request that they be returned to them by July annually.	

Procedure to Inform in Real-time Update	Dr. Tinguely commented that Dr. Porter has agreed to be the backup for the campus deans. This has been added to the procedure.	
New AAMC Secretariat Webinar: Learning Environment (3.2, 3.5, 3.6)	In follow up on action items related to elements from the webinar that were discussed at a previous meeting, Dr. Tinguely shared that he reviewed the wording in the policy on professionalism, and He agrees that Dr. Basson, Dr. Ruit and/or campus deans should be handling things before it goes to the level of the Dean. He commented that the policy wording is appropriate as is. He also communicated to UMEC their responsibility to review aggregate data annually for learner mistreatment and professionalism concerns. Dr. Carr in turn shared the draft UMEC review agenda. Dr. Basson suggested that this document of review be added to the DCI Appendix. Dr. Tinguely also emailed Dr. Sletten regarding incorporating REMS feedback for next year. Dr. Sletten will be putting together a list of research opportunities. She will also file any REMS feedback information. Additionally, Dr. Tinguely asked Dr. Zelewski to add a question regarding concerns in the learning environment to evaluations as a yes/no question, followed by a prompt to comment on the specific concerns if the student indicates yes.	
Compliance with Informing Tracker	Faculty, students, staff and resident emails all went out. Dr. Solberg commented that she did not receive any feedback. Required clinical encounters for students, and medical program objectives were sent to students and are also on the website.	
New Information Resources/ IT requirements for LCME Virtual Visit	Dr. Tinguely, Sheila Bosh, Judy Solberg, Linda Anderson and Nasser Hammami met with Donna Waechter from LCME to discuss the IT requirements for the virtual visit in April 2022. Donna informed us that most schools use zoom. Moving in and out of rooms is set up by IT and texting is the preferred form of communication for notifications for those things. Nasser said he feels confident that we have the IT support that we need, however He may consider a Web-Ex backup plan. The LCME will arrange for their own private meeting rooms.	

Table 5.0	Dr. Solberg commented that her team has done what they can to complete the table. The element is still under review by the Dean.	
OMA, LCME, DQIP, CQI Website Update	Deferred	
Next Meeting/Announcements	Next meeting August 16, 2021	

Submitted by Sheila Bosh, Accreditation Manager

Approved by Dr. Stephen Tinguely, FASRC Committee Chair