

UNDSMHS Faculty Academic Council Meeting Minutes
Special Meeting
Monday, June 20, 2016
SMHS Room 1917

The attendance roster is attached.

The meeting was called to order at 3:00 p.m. by Dr. Dennis Lutz

Topic/ Presenter	Discussion	Action/Resolution
Review of Minutes	The minutes of the Faculty Academic Council (FAC) meeting held on May 2, 2016 were electronically distributed to FAC members prior to this meeting.	Action: A motion was made by Dr. Jim Porter, seconded by Dr. Robert Sticca, to approve the minutes of the May 2, 2016 meeting. The motion passed.
Report from Dean Dr. Joshua Wynne	Dr. Wynne reported on the following: <ul style="list-style-type: none"> ➤ Budget. There is an imperative for a 90% budget for the next biennium. At present, the details are not clear. Dr. Wynne will provide more information as we have it from the Office of Management and Budget (OMB) and the North Dakota University System (NDUS). ➤ New Building – Things are going well. People have started move in. ➤ Incoming President Mark Kennedy has requested a briefing at each of the schools and colleges within UND. The SMHS' visit is scheduled for the afternoon of Wednesday, July 13. The structure of the visit is still being decided but there will be a meeting with senior leadership and an open forum to include the campuses (via videoconference). Additional information will be shared when it becomes available. 	Informational.
Composition of FAC Dr. Ruth Paur	Dr. Paur gave a recap of where FAC is at in terms of the review of the composition of FAC. Dr. Tom Hill gave a breakdown of the comments from the two week comment period. Discussion took place.	Action: A motion was made by Dr. Robert Sticca, seconded by Drs. Mark Koponen and Jau-Shin Lou, to write a survey to distribute to the faculty to better evaluate the faculty's feeling on the composition of FAC. The

	<p>Discussion took place as to how we can best communicate with the faculty (i.e. E-News, e-mail, hard copy, etc).</p>	<p>survey should provide a better explanation as to why we are looking at changing the composition of FAC. The motion carried with two individuals abstaining.</p> <p>Responsible person(s): Judy Solberg with assistance from FAC members if needed.</p> <p>Action: Include a question in the survey being distributed to the faculty as to how they would like us to communicate with them.</p> <p>Responsible person(s): Judy Solberg</p>
<p>Policies Dr. Joycelyn Dorscher</p>	<p>The following policies listed below have all been posted for the two-week comment period. The policies need to be in place by the start of the academic year (July 1). Dr. Dorscher presented the following policies and discussion took place on each:</p> <p>a. Automatic Dismissal of First-Year Medical Students</p> <p>b. Conflict of Interest-Assessment</p>	<p>a. Action: A motion was made by Dr. Ruth Paur, seconded by Dr. Don Jurivich, to approve the Automatic Dismissal Policy of First-Year Medical Students. The motion passed with one member opposed.</p> <p>b. Action: A motion was made by Dr. Mary Ann Sens, seconded by Dr. Mark Koponen, to approve the Conflict of Interest-Assessment Policy. The motion passed unanimously.</p>

	<p>c. Limitations to Specialty Rotations</p> <p>d. Promotion and Graduation</p> <p>Page 6 under #4. Last sentence in the paragraph should read, “In addition fourth year medical students must pass USMLE Step 2 Clinical Knowledge and Clinical Skills prior to graduation with an allowable number of attempts as stated by the rules promulgated by the North Dakota Board of Medical Examiners.”</p> <p>Page 8. Under “FORMS” it should read “Step Exam Form” (not “Elective Day Request form”)</p> <p>e. Student Social Media Policy</p> <p>f. Teacher-Learner Relationship</p>	<p>c. Action: A motion was made by Dr. Jim Porter, seconded by Dr. Don Jurivich, to pass the Limitations to Specialty Rotation Policy with the change of deleting “rotations” throughout the policy and replace with “electives.” The motion passed unanimously.</p> <p>d. Action: A motion was made by, Dr. Mary Ann Sens, seconded by Dr. Mark Koponen, to pass the Promotion and Graduation Policy with the changes made to pages 6 and 8. The motion passed unanimously.</p> <p>e. Action: A motion was made by Dr. Jim Porter, Seconded by Dr. Don Jurivich, to pass the Student Social Media Policy.</p> <p>f. Action: A motion was made by Dr. Jim Porter, seconded by Dr. Jau-Shin Lou, to approve the Teacher-Learner Relationship Policy. The motion passed unanimously.</p>
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	<p style="text-align: center;">g. Third Year Electives</p> <p>Discussion took place regarding the definition of residents and fellows as they relate to SMHS policies.</p>	<p>g. Action: A motion was made by Dr. Don Jurivich, seconded by Dr. Gary Schwartz, to approve the Third Year Elective Days Policy. The motion passed unanimously.</p> <p>Action: A motion was made by Dr. Robert Sticca, seconded by Dr. Jim Porter, that a policy be established and accepted, in principle, to define the term “student” in regards to residents and fellows and that it be applicable to all policies where that terminology is used or is in question unless otherwise specified in the policy. This policy would take effect July 1, 2016. The motion passed.</p> <p>Action: Develop the policy wording. Responsible person(s): Dr. Marc Basson, Dr. Joycelyn Dorscher, and Judy Solberg in consultation with General Counsel.</p>
<p>OTD Proposed Program Julie Grabanski</p>	<p>Julie Grabanski, member of the Occupational Therapy Degree Curriculum Committee, gave a summary of the proposed Doctorate of Occupational Therapy program. If the proposed program is approved, the last class of MOT class would enter in 2018 and graduate in 2021. The first OTD class would enter in 2019 and graduate in 2022.</p>	<p>Informational.</p>
<p>Other/Informational</p>	<p>The four remaining standing committee reports for 2015-16 will be distributed electronically to FAC for approval. The committee reports are: Admissions Committee, BHSCC Committee, CoRE Committee and Medical Curriculum Committee</p>	<p>Action: Distribute the four remaining standing committee reports to FAC for approval. Responsible person(s). Lori</p>

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Announcements	Reminder that the briefing with incoming President Kennedy is scheduled the afternoon of Wednesday, July 13. Please check calendars. Confirm meeting with President Kennedy. Schedule to be determined.	Action: Please check your calendars and let Dr. Wynne know if there are any major conflicts with the date/time of the briefing with incoming President Kennedy. Responsible person(s). Members of FAC.
Adjournment	The meeting adjourned at 4:45 p.m.	

Submitted by Lori Sannes

The following is the schedule for the **2016-17** Faculty Academic Council meetings.

Time: 3-5 p.m.

Dates: August 8, 2016 February 6, 2017
November 7, 2016 May 1, 2017

Locations: **Grand Forks:** New building, Room E493 (Executive Conference Room next to Dean's Office)
Fargo: Medical Education Center – Room 219 (video-conferencing)

Attendees: Department Chairs and elected committee members, Dr. Wynne, Dr. Halaas, and Dr. Dorscher

Guests: Chairs of SMHS Standing Committees