

Medical Program Policy Review Committee (MPPRC) Meeting Minutes
 SMHS
 Tuesday, November 9, 2021 at 3:30 pm
 via Zoom

In attendance: Mark Koponen, Ken Ruit, Judy Solberg, Alexei Tulin, Morgan Thomas, Rick Van Eck

Not in attendance: Jim Porter, Steve Tinguely

Minutes Submitted by: Alissa Hancock

Minutes Reviewed by: Kenneth Ruit

Minutes Approved by: Mark Koponen and Rick Van Eck

MSC = motion made, seconded, carried

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	Welcome and started with introductions at 3:37pm.	Information
2. Review and approve meeting minutes		
3. Old Business		
4. New Business	<p>a. Reviewed the Governance Document The Governance Document outlines the purpose of the committee is to review current policies annually and also assist other committees with any creation of new policies to ensure consistency all around.</p> <p>Discussed ideas of how the committee might function with the review process of the policies. We will start with a list of the policies we will need to review, that Judy Solberg will send to Alissa Hancock. Then we will review the complexity of the review of the policies and then decided the frequency of our meeting times and workflow. Alissa Hancock will send out a Qualtrics survey to help us assess the best day of the month for the committee to meet. Due to the student class schedule it was decided we will be meeting at 4:30pm.</p>	<p>Information</p> <p>ACTION ITEM: Alissa Hancock will send a Qualtrics survey for a regular meeting day.</p>
	<p>b. Election of Chair With missing a couple of members it was thought best to have an email call for nominations followed by an email vote. Please consider chairing or even doing a co-chair role.</p>	<p>ACTION ITEM: Alissa Hancock will send out an email to call for nominations for chair and will follow up with an email vote.</p>

5. Other Business		
	<u>Future Meeting Assignments:</u>	
6. Adjournment/Next Meeting	Meeting adjourned at 4:04 pm.	Next meeting is December 13, 2021 via Zoom.