

SMHS Student Affairs Standards Review Committee (SASRC) Meeting Minutes
Wednesday November 25, 2020, 2-3:30 pm Zoom Meeting

In Attendance: Stephen Tinguely, Sheila Bosh, James Porter, Susan Zelewski, Judy Solberg, Laura Block, Michelle Montgomery, Don Warne, Kamille Sherman, Parker Rosenau, Lauren Johnson, Shiv Patel, Holly Mitzel, Natisha Corum,

Not in Attendance: Heather Kaluzniak, Jennifer Duffy, Dan Sayler, Matt Gerenz, John Watt, Pat Carr, Grant Gunderson, Emily Decker

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
Welcome/call to order	Meeting was call to order by Dr. Stephen Tinguely, Committee Chair	
Review and approve meeting minutes	Minutes from October 14, 2020 were distributed electronically to SASRC members prior to the meeting and are also available on Blackboard. Dr. Zelewski requested that minutes for agenda item 3.6 be edited to reflect that residents are <i>not</i> mandated to report mistreatment. She also requested an edit for agenda item 12.3; changing west campus to western campuses.	Minutes approved with edits
Student Members of SASRC	Introduction of new student representatives: Lauren Johnson, Shiv Patel, Holly Mitzel, Natisha Corum, Parker Rosenau. Grant Gunderson and Emily Decker were not in attendance.	
Action Item Table	<p>10.6 Dr. Porter reported that work on Class of 2025 admissions cycle is occurring now. He commented that the perspective student section on the website is accessible and includes the required elements to satisfy the LCME requirements.</p> <p>12.2 Jenny Duffy not present. Dr. Porter recommended that we defer to her.</p> <p>12.4 Complete</p> <p>10.5 Technical Standards are adequately addressed in the application process, mark complete</p> <p>3.3. Work continues on this element, keep on table</p>	OMA follow up with Jenny Duffy on 12.2
Elements 12.3 & 12.4 Updates	<p>12.3 Michelle Montgomery reported that there are no updates at this time on the wellness advocate for the western campuses which includes the southwest campus at Bismarck and the north west campus at Minot. At a previous meeting it was reported that Dr. McLean was in communication with Minot and in the process of determining the scope of the position.</p> <p>12.4 Dr. Porter reported Student Health Insurance was covered at the Achieve Session where the Insurance Navigator presented and was available for questions.</p>	

3.3 Diversity: Recruitment & Pipeline Programs	Discussed focus categories of diversity for Student, Faculty and Senior Administrative Staff. For students the focus is American Indians (AI), and rural. Faculty and Senior Admin focus groups are women and AI. Dr. Tinguely reported that OMA met with Dr. LaPierre, Prog Coord / Std Services Officer for Indians into Medicine (INMed) this morning. They discussed the Summer Academy and INMED and the data tracking that will begin in 2021. Dr. Porter reported that SCRUBS will use a secondary application for tracking; the logistics are in infancy stage. He also noted that Rural Med program has expanded the qualifications. Dr. Porter's office will be sending brochures out to HS counselors to share with students as part of our recruitment efforts. Dr. Warne commented that data collection was not part of the process when the INMed program started in 1973. They are currently working to capture the data from previous years. Will be celebrating the 50 th Anniversary of INMed in 2023.	
Other: REMS	Dr. Watt unable to attend meeting today. Update deferred.	
ISA Update	Extended through the End of Thanksgiving Holiday. Response rate goal is 100%. The analysis will be completed and a report available by late December or early January 2021. The data will then be entered into the DCI, and the completed DCI will be presented to the Self Study Task Force (SSTF).	
Proposal for Feedback Forum	Dr. Tinguely informed the new student committee members that LCME stresses communication with students and SMHS believes that communication is vital to successful program outcomes. He noted that OMA met with the 3 rd and 4 th year class presidents to discuss the proposal for a Town Hall concept. In that meeting it was determined that a face-to-face forum isn't feasible. The two student reps expressed concerns about the time needed for meetings. They think that their immediate concerns are being addressed through other means e.g., Locker space in Fargo is addressed by campus admins. They would like to focus on more global issues. They expressed concerns about overlap of concerns and the time needed for attending the forums and schedule conflicts, as reason that forum would not be the most feasible or effective way to communicate. Proposed the use of an online link for student concerns. Proposed admin and student review. Proposed communicating the response via email to all students. They would like to help oversee the concerns that are	

	submitted through the link. Many logistical items to work out, which will be addressed by OMA and the two class presidents. Updates will be provided as this progresses towards implementation.	
Meeting with the consultants	OMA and Dr. Porter met with the consultants on November 18. Minutes from that meeting were shared with the committee. Dr. Porter stated today that there is a plan to increase the number of faculty on the admissions committee in response to the consultants comment on “Quorum”. He also stated that counseling center services are available to students in ND and MN. Michelle Montgomery noted that this is covered through student fees. Dr. Porter and Dr. Tinguely shared that the consultants advised the SMHS that administration should not have access to student’s immunization records. They should only be aware of the fact that a student is compliant or not compliant; not which immunizations they have or haven’t received. Dr. Porter was given approval by the Dean to obtain an estimate on outsourcing this service.	
Announcements/Next Meeting	Next meeting scheduled for December 23, 2020. Discussed changing the date or postponing. Decision made to cancel December meeting. Will meet again on January 27, 2021 as scheduled.	

Minutes Submitted by Sheila Bosh, Accreditation Manager

Minutes Reviewed by: Dr. Stephen Tinguely, Committee Chair