**WRIGHT STATE UNIVERSITY**

**BOONSHOFT SCHOOL OF MEDICINE**

**Executive Committee Meeting**

**January 8, 2015**

**MINUTES**

Presiding: Marjorie A. Bowman, M.D., M.P.A.

Present: Drs. Sherman Alter, Norma Adragna, Col. Gary Peitzmeier (for Col. Tim Ballard), Tim Broderick, Jim Brown, Tom Brown (for Tim Cope), Jim Ebert, Victor Knapp (for Tom Hardy), Madhavi Kadakia, William Klykylo, Rick Laughlin, Larry Lawhorne, Gary LeRoy, Alan Marco, Mary McCarthy, Al Painter, Dean Parmelee, Glen Solomon, Julian Trevino, Jerry Yaklic, Therese Zink, and Teresa Zyrd

Staff: Betty Kangas, Mechelle Lamb, Dieter Nevels, Bette Sydelko and Cindy Young

The meeting was called to order at 4:30 p.m. by Dean Marjorie Bowman.

1. Approval of Minutes

A motion was made, seconded and passed unanimously to approve the minutes of December 11, 2014, as written.

1. Report of the Dean
2. Dean Bowman welcomed the following people to the Executive Committee
	1. Faculty Representative – Teresa Zryd, M.D., completing the unexpired term of Nicole Borges, who has left the University.
	2. Chair of BMB – Madhavi Kadakia, Ph.D.
	3. Chair of Community Health – Jim Ebert, M.D., M.B.A., M.P.H.
	4. Interim Chair of Pediatrics – Sherman Alter, M.D.
	5. Interim Chair of Psychiatry – William Klykylo, M.D.
	6. Associate Dean for Research Affairs – Tim Broderick, M.D.
3. Update on Search Committees
4. Neurology – We are in the negotiation stage.
5. Pediatrics – We have one more first-round candidate to interview.
6. Psychiatry – We are bringing candidates back for second interviews.
7. Assistant VP of Advancement – We currently have 17 applicants, 3 that have similar positions at other medical schools. The committee will have its organizational meeting next week.
8. Additional Items from the Dean
	1. Dean Bowman shared that within the next 4-5 weeks she will be doing three weekend trips with Advancement. There will be two weekends in Florida and one in New York City

3. Information Items

1. Personnel Actions – (Attachment 1)
	1. Dr. Painter presented the personnel action items attached to the agenda. A motion was made, seconded and passed unanimously to accept as distributed.
2. Research Faculty Track
3. Dr. Painter presented for a vote the Research Faculty Track that was introduced and discussed at last month’s meeting. A motion was made, seconded and passed unanimously to accept as presented.

C. Member’s Items

* Dr. Yaklic: Announced that OB/GYN will be holding Grand Rounds at MVH on March 4th, 8:00-10:00 am with Mark P. Johnson, MD, MS from Children’s Hospital of Philadelphia presenting on “Open Fetal Surgery for Major and Congenital Anomalies” and “The Diagnosis & Treatment TTTS, sIURG & TAPS in Monochorionic Twin Pregnancies.” Dr. Yaklic’s office will be sending out announcements as the date approaches.
* Dr. Painter: Received the CLER/ACGME Site Review report today from the November visit. Dr. Painter will be giving a detailed presentation of the report to the committee next month.
* Dr. Parmelee: Announced that October, 2016 will most likely be the next LCME site visit. His department is starting to plan and organize now and will be reaching out to everyone for assistance. There were previously over 140 standards that have now been condensed to 12 elements that are driven by the U.S. Department of Education. On April 1,we will receive a new database with the new questions/standards. We plan to have 6 subcommittees that will each be responsible for 2 of the 12 standards. We will need faculty for these subcommittees and it is very important that junior faculty are included as they will most likely be the senior faculty the next time this review takes place.
* Dr. Parmelee: Gave an update on the Saudi Qassim University contract. We are one year into the contract and have had 10 trips/groups of people that have traveled there. Qassim has expressed interest to continue the contract beyond the current 3-year term. There was a short Q&A between members of the committee and Dr. Parmelee.

 4. New Business

1. Dean Bowman presented for discussion a diversity chart that shows the diversity of the faculty, staff, and graduates of BSoM for 2014.
2. Cindy Young gave a demonstration of how the new BSoM website will look. It is being reconstructed as the University is aligning the websites of all the colleges and schools to be more uniform. You will still direct any concerns involving your department’s page to Cindy and all current website addresses will have a redirect connected to them that will not expire.
3. Dr. LeRoy and Dr. Parmelee gave a presentation on Student Affairs and Academic Affairs. They gave insight into what types of things occur in their areas, specifically dealing with student debt and the upcoming new curriculum.

 5. Adjournment

There being no further business, Dean Bowman wished everyone a wonderful 2015 and the meeting adjourned at 5:37 p.m.

The next scheduled meeting is **Thursday, February 12,** 4:30 p.m., in the WSP Health Center,

725 University Boulevard, Third Floor, Large Conference Room.

Respectfully submitted,

*Mechelle Lamb*

Office of the Dean