**WRIGHT STATE UNIVERSITY BOONSHOFT SCHOOL OF MEDICINE**

**Executive Committee Meeting**

**October 13, 2016**

**MINUTES**

Presiding: Margaret M. Dunn, Dean

Present: Drs. Tom Brown (for Eric Bennett), Jim Brown, Jim Ebert, Tom Hardy, Nicholas Reo (for Madhavi Kadakia), Paul Koles, Richard Laughlin, Gary LeRoy, Alan Marco, Mary McCarthy, Dean Parmelee, Col. Peitzmeier, Yanfang Chen (for Jeff Travers), Julian Trevino, Christina Weston, Jerome Yaklic, and Therese Zink

Staff: Angela Clements, Drew Dieckman, Dieter Nevels, and Bette Sydelko

This meeting was called to order at 4:02 p.m. by Dean Margaret Dunn

1. **Approval of Minutes:**

A motion was made, seconded and passed unanimously to approve the minutes of September 1, 2016, as written.

1. **Report of the Dean:**
	1. **Update on Searches:**
* **Geriatrics:** Daniel Swagerty, Jr., MD accepted the chair position and will be here on or around April 1, 2017. Dr. Swagerty will be visiting in the next couple of weeks to attend the Faculty Curriculum Committee Retreat.
* **NCBP:** The new chair, Eric Bennett, PhD started on October 1st and the new Physiology Educator, Michael Matott, PhD will be starting on December 1st.
* **Presidential Search Update:** The search committee is on a listening tour this week. There were approximately 900 responses to the survey that was sent out and the committee is waiting to finalize the job description until they receive and review all of the surveys. Dr. Nick Reo mentioned a lack of emphasis on research in the presidential search process and he plans to write a letter to the Search and Screening Advisory Committee for the Presidential Search expressing his concern.
	1. **PH Update:** Two of the proposed affiliation work teams have met. The clinical operations work team will be scheduling a meeting soon.
1. **Information Items:**
	1. **Personnel Actions:** Dean Dunn presented the personnel action items attached to the agenda. A motion was made, seconded and passed unanimously to accept as distributed.
	2. **Members’ Items**:
* Dr. Zink: The Rural Health Initiative is moving forward under the guidance of Lori Martensen. She’s teamed up with those in WrightCurriculum and they are working on making the curriculum web-based with easier access for distance-based learners. The pilot will begin in November with family medicine students. Rural Health is currently looking for preceptors for pediatric and OB/GYN students. Dr. McCarthy said the surgery students are enjoying their time at Lake Campus.

Using funds from the HRSA grant, Family Medicine is hiring two positions: research coordinator and transformation specialist.

Family Medicine launched a chair leadership committee that meets once a year. Goals of the first meeting are to find more preceptors for family medicine students and to increase the family medicine presence on the BSoM Admissions Committee.

* Dr. Tom Brown: NCBP will be posting two parallel positions for Assistant/Associate Professors to do research and teach.
* Dr. McCarthy: There are two new faculty members in the Department of Surgery. Joon Shim, MD, who is a minimally invasive bariatric surgeon and Laura Peterson, MD who is a vascular surgeon.
* Dr. Yaklic: Dr. Geoffrey Towers retired from the Air Force and will be joining the department full-time. Dr. Sarah Kidd is retiring from medicine in November and is looking for other opportunities. There are two to three open faculty positions. If you know of anyone looking for employment openings, please send them to the department.
* Dr. Reo: Kwang-Jin Cho, PhD is a new Assistant Professor in the department. BMB is now working on advertising and marketing for the new undergraduate program.
* Dr. Parmelee: The LCME Site Visit is March 5-8, 2017. The completed self-study is making its way along. BSoM will undergo a mock survey in January or February 2017.

**Old Business:**

1. **Review of the BSoM Strategic Plan:** Dean Dunn presented the BSoM Strategic Plan as revised by the Executive Committee over the past month. A motion was made, seconded and passed unanimously to accept the revisions as distributed.
2. **Adjournment**:

 There being no further business, the meeting was adjourned at 4:45 p.m.

The next scheduled meeting is Thursday, November 3rd at 4:30 p.m. in the WSP Health Center, at 725 University Blvd, Third Floor, Large Conference Room. Please note this date change from the regularly scheduled meeting date.

Respectfully submitted,

*Drew Dieckman*

Recorder