**WRIGHT STATE UNIVERSITY**

**BOONSHOFT SCHOOL OF MEDICINE**

**Executive Committee Meeting**

**April 9, 2015**

**MINUTES**

Presiding: Margaret M. Dunn, Dean

Present: Drs. Sherman Alter, Tim Broderick, Jim Brown, Tim Cope, Jim Ebert, Molly Hall, Tom Hardy, Madhavi Kadakia, William Klykylo, Alan Marco, Al Painter, Dean Parmelee, Glen Solomon, Chris Wyatt, Jerry Yaklic, Therese Zink, and Teresa Zryd

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

The meeting was called to order at 4:30 p.m. by Dr. Al Painter, who explained that Dean Margaret Dunn had laryngitis.

1. Approval of Minutes

A motion was made, seconded and passed unanimously to approve the minutes of March 12, 2015, as written.

1. Report of the Dean
2. State Budget

There is currently no new information to share.

1. Update on Search Committees
	1. **Pediatrics**: Dean Dunn is in negotiations with a candidate and hopes to make an announcement by the next Executive Committee.
	2. **Psychiatry**: Dean Dunn has made an offer and hopes to make an announcement soon.
	3. **Assistant VP of Advancement**: Cindy Young, Interim VP for Advancement stated that the search has been closed. None of the three finalists interviewed were deemed appropriate to lead this office. It was decided that Cindy will remain as the Interim AVP for Advancement until her retirement next October. Angela Clements has accepted the position of Executive Director of Advancement and will report to Cindy until her retirement. Angela has been with the School since 2013. Mike Griffin has accepted a position in Cincinnati and will be leaving the BSoM in a few weeks. The Advancement Office will be hiring two major gift officers who will work directly with and report to Angela.

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. Member’s Items
	1. Dr. Brown: Received a letter from the ACGME regarding submission of their residency program self-study, which is due by the end of July. The program will be reviewed next spring.

 4. New Business

1. Update on NEC (Neuroscience Engineering Collaboration Bldg), Dr. Tim Cope:

Tim provided information on how the space in the building will be utilized and also showed a live feed of the building during his presentation. The ribbon-cutting ceremony will take place April 16, 4:00, with the program starting at 4:30.

1. Overview of new LCME Standards: Dean Parmelee.

Dr. Parmelee’s presentation included the dates of our LCME Site visit which has been confirmed for March 5-8, 2017 (not March 6-9, 2017 as stated). His presentation contains information all dept. chairs should familiarize themselves with. (Presentation is attached)

 5. Adjournment

 There being no further business, the meeting was adjourned at 5:15 p.m.

\*Note: The next scheduled meeting is **Thursday, May 14 , starting at *4:00 p.m.,*** (not 4:30) at the WSP Health Center, 725 University Boulevard, Third Floor, Large Conference Room.

Respectfully submitted,

*Betty Kangas*

Office of the Dean