**WRIGHT STATE UNIVERSITY**

**BOONSHOFT SCHOOL OF MEDICINE**

**Executive Committee Meeting**

**November 13, 2014**

**MINUTES**

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

Present: Drs. Norma Adragna, Nicole Borges, Jim Brown, Tim Cope, Tom Hardy, Jerry Kay, Rick Laughlin, Larry Lawhorne, Mike Leffak, Layne Moore, Al Painter, Dean Parmelee, Art Pickoff, Glen Solomon, Courtney Sulentic, Julian Trevino, Randy Woods (for Mary McCarthy), Jerry Yaklic, and Therese Zink.

Staff: Betty Kangas, Mechelle Lamb, Dieter Nevels, and Cindy Young. John Bale was in attendance for a short presentation at the beginning of the meeting.

Guest Presenter: Tim Broderick, M.D., WSRI/ARC, Chief Scientist and Director of HealthCare and Advanced Technology

The meeting was called to order at 4:33 p.m. by Dean Marjorie Bowman.

1. Dean Bowman presented John Bale with a retirement gift and members of the committee gave comments. John’s last day in the office will be Friday, November 21 with his official retirement date being November 30, 2014.
2. Approval of Minutes:

A motion was made, seconded and passed unanimously to approve the minutes of October 23, 2014, as written.

1. Report of the Dean
2. Update on Search Committees
	1. BMB: We are in the quiet phase; working on next steps.
	2. Neurology: We are working on the financial model for the department.
	3. Pediatrics: Several candidates have been here and two more are scheduled in January.
	4. Psychiatry: We are near the end of the initial campus visits for all candidates.
	5. Assistant VP of Advancement: The search committee has been formed, which includes several members of the Dean’s Leadership Council.
3. Additional Items from the Dean
	1. Dr. Jeff Travers, the new chair for the department of Pharmacology/Toxicology, will begin February 1. Jeff has made several trips to Dayton to get some things started and to find a house.

4. 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.

 B. Member’s Items

* Dr. Parmelee: Announced that this will be Dr. Nicole Borges’ last EC meeting, as she has accepted a position as Director of Medical Education Research at the University of Mississippi.
* Dr. Leffak: Dr. Madhavi Kadakia was featured in the recent Premier Health Magazine. Dr. Wei Wen Long has moved his DOD funding to WSU. He is also in the 9th percentile for potential funding of his cancer research proposal.
* Dr. Brown: Dr. Catherine Marco, one of our ED doctors, spends about 75% of her time accompanied by 15 students who do research with her. The limitations of student access to EPIC is challenging for her. She has many more students requested research than she can handle. She came here with over 200 publications, 90% of which were published with students or residents. We need to resolve the issue of student access to EPIC to enable this type of work to continue.
* Dr. Painter: Our CLER/ACGME Site Review will be November 18 and 19, and is being held at Miami Valley. Six areas will be reviewed and reported blindly to the Institutional Review Committee (IRC). We had two weeks to prepare and Dr. Painter believes we are well prepared. The program coordinators have been extremely helpful in this endeavor. We will receive a verbal exit report on Wednesday afternoon before the reviewers leave and a comprehensive written report will follow. We will repeat this process again in 18 months.
* Dr. Parmelee: The BSoM Student Awards Ceremony will be held on Monday, November 17 with a reception at 5:00 pm and the ceremony at 5:30. Both students who received top grades in courses and some clerkship teaching awards will be announced. Additionally, the Teacher of the Year selected by last year’s first year class, Dr. Laurel Elder, will receive a posthumous award. There will be a representative to accept on Dr. Elder’s behalf. The BSoM A Capella Group will be singing in honor of Dr. Elder. Dr. Parmelee encouraged anyone who can to attend, as it will be a special ceremony and the students always enjoy seeing faculty at these types of events.
* Dr. Painter: Distributed the Annual Institution Report as required. All of our programs are fully accredited. Please see Dr. Painter if you have any questions.

 5. New Business

1. Presentation by Tim Broderick, M.D., WSRI/ARC, Chief Scientist and Director of HealthCare and Advanced Technology
2. Following Dr. Broderick’s presentation there was quite a bit of dialogue between committee members and Dr. Broderick regarding collaboration.
3. Dean Bowman extended an open invitation to Dr. Broderick to attend the Executive Committee meetings in the future.

 6. Adjournment

 There being no further business, the meeting adjourned at 5:35 p.m.

The next scheduled meeting is **Thursday, December 11,** 4:30 p.m., in the WSP Health Center, 725 University Boulevard, Third Floor, Large Conference Room.

**PRESENTERS:**

1. Dr. Madhavi Kadakia, “Uncovering the Molecular Mechanisms of Epithelial Cancers: From Bench to Bedside”

2. Dr. Robert Carlson, “Predictors of Transition to Heroin Use: A Natural History Approach”

Respectfully submitted,

# Mechelle Lamb

Office of the Dean