

MINUTES
 JABSOM Executive Committee
 September 3, 2010
 MEB 202
 JABSOM Executive Committee

In attendance: See attached sheet

Item	Discussion	Action
Strategic Plan Workgroup – Susan Hippensteele	Professor Hippensteele presented an overview of ongoing process for the next UH Manoa Strategic Plan. JABSOM has limited participants in the survey at this time. Discussion followed on time commitment and link (if any) to UH last year's Prioritization process. (Note that since the Executive Committee presentation, Professor Hippensteele has assumed the role of Manoa Faculty Senate Executive Committee President, to complete the term of Martin Rayner.)	SoM Faculty Senate and JABSOM executive committee members should send (to Dean Hedges) the names of their respective department faculty members who would be interested in helping write the Strategic Plan update for UH Manoa based upon the ongoing survey. Please include the faculty members name & position.
Fiscal – Nancy Foster	JABSOM received our allocation numbers from Manoa for appropriated funds budget. Overall, we received an increase in funds (more from tuition and RTRF funds with a decrease in General Funds).	More information will be presented at General Faculty meeting on November 9, 2010
Dean's Updates – Jerris Hedges	SoM has served as sponsoring institution since onset of our multi-hospital post-graduate training. Presented information on organization chart for the SoM Residency Program, which includes Designated Institutional Officer (appointed by SoM Dean) along with Associate Dean who are co-chairs of the Graduate Medical Education Committee required by the ACGME. The GMEC provides structural and regulatory oversight of the GME programs. Each GME program has curricular and academic oversight provided by Program Directors, who are faculty members of the SoM and its academic departments. Dr. Henry Lew was introduced as the new chair of the Communications Sciences and Disorders Department.	Informational
Faculty Voting – Roy Magnusson	Discussion regarding SoM Bylaw change addressing faculty voting eligibility. Faculty Senate has reviewed the change and approved it. Questions regarding outside faculty (Queen's, KMS, etc.) eligibility and if they would be eligible to vote in future when an affiliation agreement is formed.	By-Law change (brackets) "All regular compensated faculty members who hold a half-time (0.5 FTE) or greater appointment [JABSOM and UH affiliated faculty practice plan FTE combined equal or greater than 0.5] are entitled to

	<p>Motion to approve change was made by Dr. Brady and 2nd by Dr. Tam</p>	<p>a full vote, and are referred to in these Bylaws as the "Voting Faculty." Questions of eligibility for voting shall be resolved by the Dean of JABSOM."</p> <p>The motion passed with 15 for and 1 against, no abstentions (19 total eligible voters on JABSOM executive committee).</p>
<p>Conflict of Interest – Roy Magnusson</p>	<p>American Medical Student Association graded our SoM as an "F" regarding a COI policy; Dr. Magnusson reviewed the policy draft which would be placed on the AMSA website and could raise our grade to a "B." Discussion followed with a motion by Dr. Brady, seconded by Dr. Haning to accept at the Executive Committee level as a living document, to then be sent to the Faculty Senate next week and then posted to AMSA website. Discussion followed on different scenarios relating to possible conflicts of interest. Motion: That the COI document be approved today by Executive Committee and with its subsequent approval at the Faculty Senate level, we will use this as our working document while seeking further input and a vote at the full faculty meeting.</p>	<p>The student Inter Class Council will review the document and give Dr. Antonelli feedback.</p> <p>COI document approved (15 for, 0 in opposition, and 3 abstentions).</p>
<p>Internal Giving Campaign – Damon Sakai</p>	<p>Announced the Internal Giving Campaign Kick-Off event on Sept. 17th with ice cream sundaes being served by Co-Chairs Drs. Sakai and Rudoy along with Dean Hedges. Drs. Sakai and Rudoy will be visiting departments to review and encourage participation. Dr. Hedges thanked Drs. Sakai and Rudoy and previous campaign chairs Drs. Tam, Andrade, Lozanoff and Melish. He encouraged SoM leaders to identify a UH Foundation account for their own particular needs and use. The Simulation Center is being highlighted this year as a school-wide priority.</p>	<p>Informational</p> <p>A \$10,000 (total) challenge grant for this year's campaign through 09/17/10 was announced by Dean Hedges.</p>
<p>Hilo Clinic Update – Roy Magnusson</p>	<p>Grant approved for \$100,000 this year and next to support the Clinic. The Lt. Governor has approved \$70,000 for 2010 and 2011 for State support for the Clinic. Support has been building in the community and legislature for a line item in the budget to help fund primary care. A physician is being recruited to replace one leaving the Hilo Clinic; this demonstrates the difficulty in recruiting and retaining physicians in the rural areas</p>	<p>Informational</p> <p>J-1 waivers and new health act are being reviewed for opportunities to bring new providers to Hawaii</p>
<p>APTC – Vivek Nerurkar</p>	<p>Reviewed Appointment & Promotion Process: All Chairs should receive all documents from faculty who are applying for P/T by</p>	<p>Informational</p>

	September 15 th and evaluation letters should have already been sent out to external evaluators. Dossiers will be coming to the APTC committee by October 15 th . Letters can be sent by email but also have a hard copy as back-up.	
Teaching Workload Policy – Richard Kasuya	Review of policy and process for drafting policy; discussion followed. Faculty Senate has approved this document as it matches wording of BOR and that grievance process is still applicable; Dr. Maddock discussed his workload model at Public Health. Dean Hedges reminded this is school-wide policy and next phase would be to have each department provide more specific criteria.	Dr. Maddock will send PH workload policy to Ms. Stubblefield to disseminate to Executive Committee Drs. Maddock and Lozanoff to present at next Executive Committee that summarize their Department equivalency/workload policy. Motion was made by Dr. Tam and 2 nd by Dr. Maddock to accept this 21 st version of the workload policy. (14 yes and 1 against with no abstentions)
Next scheduled meeting	October 15, 2010 (Sept. 17 th meeting cancelled)	
Adjourned:	10:35am	