

MINUTES
 JABSOM Executive Committee
 Friday, December 7, 2012
 9:00A.M. – 10:30A.M.

Next scheduled meeting: January 18, 2013

Topic	Discussion	Action
UHF Meal Reimbursement – Jerris Hedges	<p>Dean requested the committee to look over the new meal policies. There will be a larger discussion on the topic in January.</p> <p>If a department wants to have a lunch meeting for a project, then an agenda and notes need to be taken. If meal meetings are business related or philanthropic, then it is appropriate to use Foundation funds. If the event is social, it is only appropriate to use personal funds.</p>	
Mini Medical School – Virginia Hinshaw	<p>Virginia gave a brief discussion on Mini Med School on Healthy Aging and her prior success with similar programs in her career.</p> <p>Participants feel a direct and personal value from the sponsoring institution. They are also typically of age and financial capability to donate funds back to the school.</p> <p>The program will run on Saturday mornings for 6 weeks in a row. Great speakers and additional resources are critical for success.</p> <p>Virginia wants to hold the program in the Sullivan Conference Center. The program will only be available for past Donors and be open to the public eventually. Enrollment will begin in the fall with the first course in the spring.</p> <p>JABSOM's strength in Geriatrics was one reason she chose the program's topic. The Dean added that the program is also a great way to market JABSOM and JABSOM's purpose to the community.</p>	
Graduation Objectives Reminder – Damon Sakai	<p>Dr. Richard Kasuya spoke on Damon's behalf.</p> <p>LCME requires a periodic reminder of undergraduate objectives to JABSOM's leadership. Richard passed around reminder cards with the graduation objectives.</p> <p>There will be an internal mock LCME accreditation site visit shortly after the holidays.</p>	

<p>Fiscal Updates – Nancy Foster</p>	<p>By January, 108 Lot C slots will be given by the HCDA to neighbor vendors. HCDA is going to provide a second lot by the Children’s Discover Center for about 43 additional parking slots.</p> <p>The Cancer Center will be vacating space in the BSB to move into its new building in January. Once cleaning etc. has finished, there will be expansion space available for JABSOM researchers. Kathleen is creating a website where policies, procedures, and forms will be available. Requests will go before the Space Committee, and then ultimately to the Dean.</p> <p>This year, JABSOM will give a comprehensive report to the legislature leadership and smaller more concise brochures to individual representatives. The report contains district information, maps, student information, residents & resident alumni, and JABSOM alumni. District information is broken down by zip code and proportionally where overlapping occurs. The report includes community outreach information and some photos. The report is currently a draft.</p> <p>Nancy provided slides on RTRF allocations - FY2013 \$5.6 million.</p> <p>Last year 4% of the Dean’s recovery was given back to the lead principal investigators. This year, investigators will get 10% back. Departments will receive 20%. Remaining indirect monies will cover costs such as the \$3 million electricity bill and other facilities costs.</p> <p>General Funds for the year are \$15 million. Permanent positions alone in JABSOM cost \$21 million. For this year, 65% of permanent positions will be paid for by general funds and the remaining 35% will be paid for by tuition funds. 27 temporary faculty members are now moving to permanent positions.</p> <p>Tobacco Settlement monies were \$2.7 million last year and are estimated to be \$2.2 million this year. Physician workforce funds have increased to \$285,000 annually. The Chancellor is supporting JABSOM as tobacco monies decrease.</p> <p>Nancy’s slides included additional highlights on some RCUH & UCERA funds, Dean’s Commitment and estimated salary savings.</p>	
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<p>Graduation Education Program Bylaws Vote – Eric Holmes</p>	<p>The UH Faculty Senate has already endorsed the changes. Primarily the changes are intended to encompass the UH graduate division and well as to cover some compliance issues.</p> <p>The bylaws will also be brought up at the JABSOM General Faculty meeting on February 6.</p> <p>There is an overall interest in increasing and improving graduate programs. The Chancellor has raised the base graduate stipend and is very dedicated to the graduate division.</p>	<p>Dean called for a vote; no discussion; changes approved.</p>
<p>Approval of the JABSOM Statement of Commitment for Graduate Medical Education – Naleen Andrade</p>	<p>JABSOM is formally recognized as the sponsoring institution for GME. The new agreement will be signed by the Manoa Chancellor and UH President this week.</p> <p>The office of DIO recommends approval of the statement of commitment, contingent on review and approval by graduate education executive committee and JABSOM executive committee.</p> <p>The Dean added that the revisions have largely been internal but will be presented to the general faculty etc. for transparency.</p>	<p>Dean called for a motion based on the revisions Naleen presented. There was no discussion and the statement was approved.</p>