

MINUTES
 JABSOM Executive Committee
 Friday, April 19, 2013
 9:00A.M. – 10:30A.M.

Next scheduled meeting: May 17, 2013

Topic	Discussion	Action
Dean's Announcements – Jerris Hedges	<p>Nancy mentioned new expanded Conflict of Interest Form due May 3 to Department Chairs. ORS is overseeing conflict of interest process for the University.</p> <p>New procedure for hires funded by general and/or tuition funds requires memo to Dean with reasons for hire. Procedure will help minimize sweeping of positions and provide timeline for hiring.</p> <p>Send memos to Dean within 3 months of vacancy. Request will be forwarded to VCAA & HR will advertise it. Departments must actively recruit within 6 months of posting.</p> <p>Coco's position is to be known as Chief Administrative Officer henceforth. Lauren Kwok accepted new position with UCERA. Ezra will act as interim director in place of Lauren.</p>	
College of HSSW Update – Jerris Hedges	<p>Official documentation signing & photo op to come after May graduation ceremonies.</p> <p>Necessary for LCME and other accreditations.</p>	
Legislative Update – Tina Shelton	<p>Tina briefly mentioned media coverage on recent events:</p> <ul style="list-style-type: none"> • \$4,000 raised by Relay for Life & Med Student Team • Willed body ceremony • Dr. Alan Schiller as new Pathology Chair <p>Concerns over doctor shortage, retiring physicians and electronic medical records.</p> <p>Legislature to potentially fund Native Hawaiian Center for Excellence, loan re-payments and expansion to rural Family Medicine residency in Hilo.</p>	
Faculty Snapshot Reminder – Tina Shelton	<p>Several snapshots have been collected from Department of Surgery but few otherwise. Reminder to faculty to send Tina snapshots of faculty members.</p>	

<p>PHI Policy Approval – Ezra Bendiner</p>	<p>Request for formal approval of policy:</p> <ul style="list-style-type: none"> • Provides for basic protocols & prohibitions • Designates an incident response team and accordingly provides procedures for investigating those incidents 	<p>Call to vote, motion by Rosanne Harrigan, second made, discussion and committee voted policy approved</p>
<p>JABSOM Online Ohana & Reunion – Elaine Evans</p>	<p>Online Ohana was just launched and all JABSOM alumni were contacted via email or letter with ID credentials.</p> <p>Highlights of the website:</p> <ul style="list-style-type: none"> • Various searches by class size, specialty, year, name etc. • Current Hawaii MD job postings • Provides alumni news and photos <p>Currently over 2000 JABSOM MD alumni</p> <p>Reunion will be on July 27th at JABSOM. Imi Ho'ola program will be celebrating anniversary on the Friday night, and class of 83 & 88 will be coordinating CME course on the Saturday morning.</p>	