

JABSOM Executive Committee
 April 25, 2014
 MINUTES

<p>Homeless Strategic Plan – Jerris Hedges</p>	<p>A group of Kakaako stakeholders met recently to discuss a plan to help move the homeless out of tents and into the shelters or more semi-permanent housing. Included in this discussion were representatives from: JABSOM, Children’s Discovery Center, HCDA, City and State.</p> <p>The plan for the area to assist in compassionately moving people into shelters include:</p> <ul style="list-style-type: none"> • Fencing near the piano lot that extends to the sidewalk • OHA property fencing behind Gold Bond to extend to the side walk. • Stricter enforcement of the no camping on sidewalk law by police officers • Dumpster placed in the JABSOM Auxiliary Lot that will be emptied once a week for removal of trash • Planters (similar to the concept used at Thomas Square) strategically placed in areas to deter camping 	<p>Informational</p>
<p>Graduation Photo Reminder – Jerris Hedges</p>	<p>The Graduation Photo will include only the students, Directors of OSA and OME, as well as the Medical Education School Executives.</p> <p>Other faculty encouraged to participate in other Convocation proceedings/ activities.</p>	<p>Informational</p>
<p>JABSOM Strategic Plan – Jerris Hedges</p>	<p>See attached Power Point</p>	<p>Informational Chairs please disseminate</p>
<p>OTTED Update - Su Jun Lim</p>	<p>See attached PowerPoint</p> <p>As of Monday, April 28, 2014, OTTED will be moved to Sinclair 10.</p> <p>To increase accessibility to OTTED for JABSOM and the Cancer Center, Su-Jun will be on campus all day on Wednesdays. Professors are welcome to come and talk to her or schedule an appointment to meet with her.</p> <p>OTTED Services Include:</p> <ul style="list-style-type: none"> • Intellectual Property Protection 	<p>Informational</p>

	<ul style="list-style-type: none"> • Patent-Licensing • SBIR/STTR grants (with ORS) • Partnerships with industry • Copyright issues • Spin-offs • Agreements: MTAs and CDAs <p>OTTED's goal is to help researchers move research forward to application and solving existing problems.</p> <p>SBIR/STTR sessions from HTDC were well received. They are currently working on bringing in scientists that have turned entrepreneur to speak about the process.</p>	
Data for Manoa Strategic Planning Session – Jerris Hedges	Purpose of the survey is to identify/catalogue and cross link activities in the University that are targeting Hawaii Asia-Pacific learning. Would like to get our response in the next few weeks. Please send specific questions to Dean.	Informational
All Funds Budget & Teaching Report on 5/6/14 – Jerris Hedges	<p>We need to know what the departments are doing in terms of allocation of funds and teaching. Manoa is looking at the sources of funding we have and we need to have a comprehensive explanation.</p> <p>Please educate the fiscal team so that they may advocate on our behalf.</p>	Informational
Title IX – 4/28/14 Office of Civil Rights Visit – Coco Seymour	<p>Timeline attached</p> <p>Office of Civil Rights (OCR) Audit will take place on April 28, 2014, from 10:30-11:30am in the Gold Bond Building. JABSOM and the Cancer Center will be the first visit. There will be one hour for a student focus group.</p> <p>So far only 2 trainings provided by Manoa on April 4th and April 11th. The next training will be in May.</p> <p>Anticipated after the site visit: School webistes Who they are, how to contact Train security guards (serve as first responders) along with faculty and staff Update policies and procedures</p>	<p>Informational</p> <p>Get power point out to the chairs</p>

	<p>Title 9 obligation of the institution. Making sure there is a proper infrastructure in place if issues come up.</p> <p>Manoa is currently working on an update of policy.</p>	
<p>Biological Specimen Handling (Safety Update) - Mariana Gerschenson</p>	<p>PowerPoint and SOP attached</p> <p>Please follow the University of Hawaii Animal Welfare and Biosafety Program Standard Operating Procedures (SOP) (see attachment). If you have any feedback regarding the document, please contact Eleanor Low.</p> <p>Please encourage everyone who works with biological substances in your area to review the SOP.</p> <p>Slides are available via Eleanor or on the JABSOM Kakaako safety webpage for training or distribution. If you have questions, go to the website or contact Eleanor (uhpermit@hawaii.edu)</p>	<p>Informational</p>
<p>WBHT Testing BSL3 Lab</p>	<p>Certification for Level 3 labs successful</p> <p>Certification is an annual event</p> <p>What they did during the shut down</p> <ul style="list-style-type: none"> • Labs taken out of service • Decontaminate L3 labs using VHP • Test and repair BT dampers • Install coolers in autoclave steam lines • Service autoclaves • Security cameras upgraded • Repair ceilings and wall/Upgrade Metasys BAS system • IBC inspection • Balance labs • Review and modify SOO • Pre-certification testing • EDG servicing & inspection 	<p>Informational</p>

	Timeline – see attached	
Mock LCME Site Visit – Kathleen Connolly	<p>The next LCME mock visit will be June 23-26, 2014. This mock visit will focus on the Institutional Setting, Faculty and Educational Resources</p> <p>The review team will consist of:</p> <ul style="list-style-type: none"> • 1 experienced external reviewer (Anne Barnes – University of Oklahoma) • 2 internal reviewers (Nancy Foster and Richard Kasuya) <p>The JABSOM team leaders are:</p> <ul style="list-style-type: none"> • Institutional Setting – Satoru Izutsu • Faculty – Rosanne Harrigan & Lori Emery • Educational Resources – Coco Seymour <p>Currently using the LCME old format to conduct this review. The LCME is in the process of making changes. The changes will be covered another point.</p>	Informational
2014 Association of Pacific Rim Universities (APRU) Global Health Program – Satoru Izutsu	<p>Workshop Abstract and Poster Submissions are now open. The flier was distributed to the department chairs for dissemination via email. If anyone is interested in submitting, please have them see Dr. Satoru Izutsu.</p> <p>Flier can be found at: http://us6.campaign-archive1.com/?u=7251ff0af2ea5314dd7f5b33b&id=e984054285&e=71bbd1c4a02014 AP</p>	Informational
	<p>Reminder : Arnold P. Gold Society – Humanism in Medicine</p> <p>Recognize students and faculty that are contributors.</p> <p>Dr. Richard Levin – on campus</p>	
	Adjourned: 10:21am	