

MINUTES
 JABSOM Executive Committee
 Friday, May 20, 2016
 9:00am – 10:30am

Topic	Discussion	Action
<p>Dean's Update</p>	<p>The Dean will transition back to working only at the Medical School as of June 30, 2016.</p> <p>There has been some progress towards the recruitment of Cancer Center director. Exactly when the candidate begins has yet to be determined but the goal is sometime over the summer.</p> <p>Joe Ramos is currently acting as the interim Associate Director and will likely remain in that role until the new director arrives.</p>	
<p>LCME Accreditation Update – Pat Blanchette & Danny Takanishi</p>	<p>A new committee titled the “LCME Compliance Committee” is being formed.</p> <p>This committee will deal with continuous quality improvement; not only looking at the periodic LCME accreditation requirements but rather reviewing requirements on a continuous basis.</p> <p>The committee will be included in the School's- bylaws and meet frequently.</p> <p>The accreditation standards are quite complex and continually evolving. JABSOM needs to continually review and evolve with those standards.</p> <p>The committee is open to consideration of suggestions from the faculty senate as well as the students.</p> <p>The emphasis of the committee will be educational standards. Other issues such as financial, infrastructure etc. will come up from time to time, but will</p>	

	not be the main focus.	
Internal Giving Campaign Update – Larry Burgess	<p>Dr. Kenric Murayama and Dr. Larry Burgess will be the new chairs of the 2016 IGC campaign</p> <p>The kick-off event will be October 1, 2016 and the official dates of the campaign will be October 14 – November 14, 2016</p> <p>Surgery will have a Gala fundraiser in August and proceeds will go to the surgery department for an endowment.</p> <p>Acknowledgements went to Dr. Burgess and Dr. Zalud for the successful 2015 year campaign.</p> <p>The contributions made from within are having a sizable impact, supporting JABSOM’s own programs, and drawing attention from the greater community at large.</p>	
CFO Update – Nancy Foster	<p>1. Reorganization of JABSOM & The Cancer Center:</p> <p>Currently the Chancellor supports the reorganization and the candidates for the Cancer Center Director position are aware of the reorganization.</p> <p>Some minor changes in the Administrative Services Kakaako Group will be made on the organization charts to reflect minor changes being requested by the Cancer Center.</p> <p>Joe Ramos, who is acting in Interim, will share the updates and information with the Cancer Center faculty and staff.</p> <p>The Chancellor will forward the reorg to the President of the UH System after he reviews the changes requested by the Cancer Center. The UH System will then have a meeting with the Board of Regents for comments</p>	

before final approval. Full approval might come as early as July, 2016.

2. HGEA Pay Increases:

HGEA, Hawaii Governmental Employee Association, is the collective bargaining unit for APT employees. Last July negotiations began to increase pay for APT employees.

For Fiscal Year 2016 the pay increases are detailed as follows:

- 4% increase
- Pay is retroactive back to July 1, 2015
- All of HGEA Employees employed as of 7/1/2015 are eligible including: Resignations, retirements, or transfers
- The 2016 4% retro payout will be June 20, 2016
- The Dean's Office will cover the retroactive 2016 pay increases that will be paid on June 20, 2016 from the Dean's office tuition funds.
- The retro payout is approximately \$300,000 dollars

For Fiscal Year 2017 the pay increases are detailed as follows:

- 4% increase for all HGEA employees
- All departments will need to cover these increases
- If new monies from the State are provided, it is estimated that UH will receive only 85% of total pay increases for permanent count employees only
- APTs employed at 6/30/2016 will also receive a one-time lump sum paycheck in FY 2017. Amounts are detailed below:
 - FTE that is 95-100% - \$2,500 Check
 - FTE that is 74-95% - \$2,000 Check
 - FTE that is 50-74% - \$1,875 Check

3. RCUH Pay awards:

For Fiscal Year 2016, the Dean's Office covered eligible 2% pay increase merit awards for RCUH employees (anticipating that UH would have a pay

	<p>increase for UH HGEA employees).</p> <p>All other increases (in pay or award) were to be paid by extramural funds (i.e. not tuition or RTRF). For FY 2017, all RCUH pay increases or awards must also be paid by extramural funds.</p> <p>4. Other Updates:</p> <p>(1) In addition to the pay increases, all UH units will be charged a 1.8% vacation payout fee assessed on eligible UH employee salaries, as of July 1, 2016. These fees will be pooled by UH on all campuses. The pool will be used to pay any vacation payout to employees who resign regardless of funding source.</p> <p>For JABSOM, the monies for vacation payout fee assessed on General, Special, and Revolving Funds and will be approximately \$500,000/year.</p> <p>For employees paid with extramural funds, each unit's extramural funds will be assessed for those employees who accrue vacation pay. These fees will be assessed on a monthly basis. The vacation payout pool will replace accounts being assessed for any employee resignation vacation payout charge, eliminating unexpected lump sum payouts.</p> <p>(2) The Board of Regents is now asking that all UH Units begin reporting their individual budgets quarterly rather than just reporting budgets at campus levels.</p> <p>(3) JABSOM will have a deficit Special Fund operations budget by June 30, 2016 largely due to costs associated with a nearly two year space approval delay of the Kapiolani Medical Center for Women and Children space lease.</p> <p>(4) Lastly, the UH Professionals schools such as JABSOM, Law, Business etc. will have more control of their respective professional school tuition dollars and how scholarships are paid as of 7/1/2016.</p>	
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<p>Update on Graduation Ceremony Incident – Richard Smerz</p>	<p>Dr. Haning provided the updates instead of Dr. Smerz.</p> <p>First news, Krstin Teransihi (JABSOM alum) is the new Assistant Director of the Office of Student Affairs.</p> <p>Graduation Incident Update:</p> <p>One woman fraudulently walked with the JABSOM graduates at the General UH Manoa Commencement Ceremony on 5/14/16.</p> <p>This individual did not attend or graduate from JABSOM, but her family, friends and the general public are under the impression that she did in fact graduate and is a trained medical doctor.</p> <p>When JABSOM students did not recognize her and asked about her background, her response was that she had previously graduated, was a second year resident at Kapiolani Medical Center, and this was her first chance to walk ceremoniously.</p> <p>The individual has since traveled to Tonga and may no longer be in Hawaii. Social media postings suggest that she is fraudulently presenting herself as medical doctor in Tonga.</p> <p>The concern is that this individual intends to practice medicine illegally, and future patients could be injured by her actions.</p> <p>Information and evidence are currently being gathered about the individual and will be discussed with general counsel, leadership etc. Local hospitals that have been mentioned by this individual also have been noted. Appropriate contact with Tongan and Hawaiian licensing authorities will be made. An advance verification system for professional graduates to be included in the graduation ceremonies has been recommended to the Vice</p>	

	Chancellor for Academic Affairs at Manoa.	
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Next Scheduled Meeting: June 17, 2016