ANNOUNCEMENTS:

The White Coat Ceremony for the new first year students is tonight at Kaimuki High School.

UH Manoa has officially launched a search for a new Chancellor. Over 30 individuals have submitted materials thus far and the search committee is represented broadly from various members of the Manoa campus. Former Regent James Lee is serving on the committee as a co-chair with David Karl.

On Monday the first ever bill signing at JABSOM occurred in the lobby. The Medical Marijuana Bill was signed with an emphasis on possible future research and partnerships with UH.

FUNDING:

There are currently some budget model proposals under discussion at UH Manoa. One proposal advanced unilaterally by the Manoa Faculty Senate is a Revenue Center Model that makes an underlying assumption that General Funds should be uniformly spread across all historically assigned Permanent Count Positions.

Thus instructional units (and long-standing research units with a greater proportion of permanent positions) would receive a greater proportion of General Funds and tuition funds would then be primarily assigned to the departments which are generating the most Student Semester Hours and have the most students in their majors. This model was previously rejected by a representative group of VCs.
Deans, Faculty members, students, and staff, but the proposal has been brought back by the Faculty Senate for review. As a footnote, JABSOM currently has less general funds and permanent positions than originally intended by legislative action.

The Dean stressed that UH Manoa and all the various Manoa units really need to align their messages for the next legislative session.

Website Accessibility:
Website accessibility is becoming an area of increasing liability and some institutions are facing legal prosecutions for not being accessible enough. Specifically, websites need to be accessible for those with disabilities such as legally blind or color blind.

There is currently a legal action threat against the UH community colleges and this may become a threat to the four year schools.

The College of Education, Information Technologies and the JABSOM Pacific Disabilities Center should all work together to lead this effort.

AAMC Leadership Forum:
There is a push to have more wellbeing in healthcare for the providers/ physicians themselves and not just the patients. The purpose is to create a culture and environment that supports each of us: physicians, scientists, students, residents, support staff etc.

The AAMC has created various Community, Team, Leadership, and Organizational action steps to address this need.

The Dean provided a power point presentation on the information and a short discussion followed.
| General JABSOM Brochure and suggested template – Elaine Evans | Elaine discussed the new JABSOM brochure, gave copies to the faculty, and also mentioned that there is no unifying type of brochure with design/ color etc. amongst the departments. She suggested that there be more unity across departments and provided a suggested template.  

Director of Communications, Tina Shelton, is willing to work with departments for the copy and text and the brochure designer, Donna Ching, is also available to assist.  

The website was also mentioned as needing more uniformity and fewer clicks to get to a specific webpage or department.  

Elaine provided a cost and style sheet for the design elements if departments choose to redo their brochures into something like the new JABSOM Brochure.  

Printing the brochures would be a separate cost.  

The brochures are customizable but the main elements would be the color band at the top/ bottom, JABSOM logo, and one main photo for the cover/ back.  

Rachel Boulay mentioned that along with the departments, there are at least 10 different centers/ programs underneath those departments, and that new brochures should be accessible to those programs as well. |
| UHF Account expenditure guidelines – Elaine Evans and Tracy Ide – UHF Controller | UHF is a separate 501C3 organization and does not follow state procurement but it does have its own rules and policies that need to be followed. Sunshine laws do not apply to UHF.  

UHF does get audited by its own auditor and by UH’s auditor, and occasionally by additional outside organizations.  

The guidelines are benchmarked against other institutions’ guidelines. The message behind these guidelines is to make sure |
that donors’ money is spent wisely and not lavishly or inappropriately. A handout was provided with the policies.

Everything is dependent on what the donor allows; a donor could allow money to cover a breadth of activities or specifically limit support for certain things.

Meals are often a “red flag” across all funding requests. There are caps on the costs of business related meals and on alcohol purchases. Attendees of the meal need to be noted. An internal spouse can attend a meal as long as there is a business purpose for bringing the spouse, otherwise the cost would not be reimbursed.

For new technology purchases such as a phone or computer, the equipment needs to belong to the department permanently and not go with a staff/faculty member should he/she leave.

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Krystyna Aune & Julienne Maeda were unable to attend and Mariana Gerschenson presented in their stead.

One concern from the April Graduate Education Site Visit is that students don’t know each other and don’t socialize. To address this, there will be a new annual orientation once a year for the Graduate Students.

The orientation will introduce students to the campus, allow them to socialize, and provide important information on parking, security passes, policies, etc.

There will also be a seminar for students in January. The students will get to network with the guest speakers and faculty. Medical Students are welcome to come to these functions but the focus will be on the graduate (sciences) students.
Rachel Boulay now works in the Dean’s office part time to address certain graduate student needs: such as Awards, Stipends, and Individual Development Plans.

The Individual Development Plan (IDP) was envisioned by the NIH for Masters, PhD’s and post docs to think about and plan for their future careers. Anyone supported by NIH Funds needs an IDP.

The JABSOM model IDP is currently being drafted, and a draft of the proposal was given at the meeting.

Examples of questions in the IDP are:

1. What are the expectations of mentors?
2. Are the students aware of those expectations and do they understand them?

**LCME Accreditation Update – Pat Blanchette**

There are 132 elements divided into 12 standards within the LCME. Of the 12 standards, 5 deal with the clinical learning environment.

A power point was provided and Dr. Blanchette provided detailed descriptions on certain standards:

- Standard 1: Mission, Planning, Organization, and Integrity
- Standard 3: Academic and Learning Environments
- Standard 5: Educational Resources and Infrastructures
- Standard 6: Competencies, Curricular Objectives and Curricular Design
- Standard 9: Teaching, Supervision, Assessment and Student & Patient Safety

Since JABSOM is a community based school, it cannot fully control the clinical settings. Dr. Blanchette stressed that JABSOM’s partnership with the hospitals and clinical settings is extremely important in order to meet LCME requirements.

Next Scheduled Meeting: August 26, 2016