

Practice Plan Update – Roy Magnusson

- UCERA will do business under a new name. The name *University Health Partners* is now registered with the state.
- The continued goal is to add academic clinical partners to the faculty practice plan.
- There will be a new logo and newsletter highlighting the name changes.
- Last December, the practice plan assumed responsibility for the family medicine clinic at the Mililani site, where approximately 6000 student hours of clinical rotations take place each year.
- The Mililani site was undergoing significant fiscal stress prior to the transition. Subsequently HMSA, HPH and The QMC agreed to help cover residency supervision costs and Hawaii Pacific Health agreed to provide ongoing residency position support for the family medicine residency.
- *Surgical Consultants of Hawaii* joined the practice plan in January 2015.
- The CME office which was housed at the HMA was transferred into the practice plan and is currently applying for new accreditation (ACCME).
- The practice plan has grown from \$28 to \$38 million dollars in annual revenue.
- Most of the increase in revenue goes to pay faculty salaries and other academic expenses.
- 2% tax on the revenue goes to the Dean's Academic Fund for special programs in the school, major recruitments, etc.
- Renovations totaling half a million were recently approved for academic space at Kapiolani Medical Center.

LCME Preparations Update – Danny Takanishi, Jr.

- The LCME site visit is set for January 29 – February 1, 2017.
- In advance preparation, JABSOM is going through a process of self-study to see what areas need to be improved or further clarified before the LCME review.
- There are 93 components of the LCME review.
- JABSOM is working on an 18 month track for the self-study and committees have been set up to address areas of anticipated concern.
- The DCI (Data collection instrument) will have narratives, maps, etc. for the subcommittees to populate with as much relevant data as possible.
- The analysis will also include student perspectives.
- Kathleen Connolly is a key coordinator in the data collection.
- The DCI will be used to identify potential gaps in processes and the subcommittees will then address those gaps.
- The LCME will also review JABSOM's self-study materials that must be submitted in November 2016, to see if any changes/improvements proposed were accomplished.
- The final meeting of the LCME related to our site visit will be in June 2017, when the JABSOM accreditation status will be announced.
- Dr. Takanishi requested that if departments are contacted for data, to please complete the data acquisition and report within a week if at all possible.
- JABSOM is currently on an 8 year LCME cycle and is working to achieve the same cycle length again.

Bylaw Changes – Andy Stenger & Danny Takanishi, Jr.

- Dr. Kasuya has been looking at revisions to the bylaws.
- The senate had some concerns over Appendix A (The Organization Charts) which is currently in process at the Chancellor's office.

- The most important bylaws are Standards 1.3 & 1.5
- 1.3 – for faculty governance there needs to be a mechanism by which the faculty understand the bylaws
- 1.5 – regarding that the bylaws be incorporated into the LCME materials

Cancer Center Update – Jerris Hedges & Patricia Blanchette

- Yesterday it was officially announced that there will be an executive search for a new Director of the Cancer Center, and a search committee has already been created.
- The Dean encouraged faculty to contact colleagues within the UH system or at other universities, who might want to step forward and lead the Cancer Center.
- The Cancer Center is going to apply for a one year extension in the process of re-accreditation. Otherwise the Cancer Center accreditation process would take place at the same time as the JABSOM LCME site visits. Additionally, the new director needs to be in place for one year prior to the submission of supporting materials for the accreditation.
- Dr. Blanchette mentioned that there are many interactions between JABSOM and the Cancer Center and that these could grow.
- There will also be a search for the Associate Director of the Cancer Center.
- Chip Ellis has left the Cancer Center to be the fiscal director at the faculty practice plan (UCERA – University Health Partners).
- The Dean mentioned that the current research portfolio at the Cancer Center is stronger than ever before.

GME Updates – Naleen Andrade

- This is Dr. Andrade's final year as the DIO. Dr. Andrade will return to working in the psychiatry clinic, as well as seeking a Masters of Divinity to provide theological services to her home church.
- Dr. Lee Buenconsejo-Lum will succeed Dr. Andrade as the new DIO leader. Dr. Buenconsejo-Lum has revamped how GME will approach data and program action plans.
- Four areas need to be addressed: 2 which deal with research; 2 which deal with evaluations of residents.
- Dr. Lee Buenconsejo-Lum created sub groups to brainstorm on these various areas and the feedback from participants was positive and helpful for future plan implementation. Participants enjoyed the brainstorm process.

Dean's Office Transitions Update – Jerris Hedges

- Dr. Richard Kasuya will serve as the Curriculum Coordinator and continue his Teaching Fellowship as a member of the OME.
- Dr. Pat Blanchette will serve as the interim Associate Dean for Medical Education. The title will become the Associate Dean of Academic Affairs (following reorganization).
- Bill Hanning will serve as the Director of Undergraduate Medical Education (or MD Programs).
- In the office proper, Tracy Sonomura has joined the School of Travel Industry Management at UH Manoa.
- Melia Young, Special Events Manager, will be working in part with the Dean to coordinate the Dean's schedules etc. for the next few months.
- Melia Young will also work with Hannah Hullett – providing oversight of Special Programs/ Events.
- Kathleen Connolly has a primary role as Director of Institutional Planning and is also helping with the LCME preparations.

Faculty Member Updates – Satoru Izutsu

- Hank Glaspie, former IT director, has left and there is a search for a new IT director.
- Dr. Kenric Murayama was appointed as the new chair for Department of Surgery.
- In December, 3 long-term student support personnel will be retiring: Karen Sakamoto, Marilyn Nishiki & Iris Takushi.

Internal Giving Campaign (IGC) Update – Elaine Evans

- The IGC officially ended Monday, November 16.
- IGC goals:
 - 100% exec committee participation – achieved
 - 400 donors – achieved
 - \$350k raised – achieved and exceeded \$469, 561
- OBGYN and Women’s health wanted to contribute from the practice plan to create an endowment for their department. They contributed half a million dollars to create an endowed professorship.
- Including the professorship, the IGC grand total was \$969, 561.

Fiscal & Budget Update

- ORS creates an annual report on overall stats for UH and the report is available online.
- JABSOM is ranked #2 in all of Manoa after SOEST, in terms of total external funding.
- Over half of the revenue now used for operations is coming from external sources :
 - 32% federal & 18% private
 - 20% from the state (tobacco funds etc.)
 - 28% from the UH (tuition funds etc.)
- Tobacco settlement monies for 2016 will be zero as the supporting legislation was sunsetted on June 30, 2015. The funds will however, continue to support payment for the mortgage on the SoM buildings.
- JABSOM Budget spending:
 - 65% Personnel
 - 10% Ops
 - 15% Facilities
 - 8% IDC
 - 2% Capital Assets
- The only unrestricted cash funds are tuition dollars which equal a \$5 million steady balance.
- Indirect Cost Recovery dollars are all maintained by the University of Hawaii. Half of those dollars come back to JABSOM in the form of RTRF.
- The Kaka’ako Campus Hale Model exists to preserve the individual missions of JABSOM & the Cancer Center.
- Current revenue for the Campus will be split: one portion will cover facilities and other infrastructure costs and the remainder becomes two separate mission-based budgets.
- Manoa campus departments and schools don’t pay for facilities/ administrative costs (electrical, maintenance, campus level IT, etc.).
- JABSOM has to pay those costs which total \$35 million; half of which is used to pay the debt service.
- Approval to reorganize the Campus was granted by the UH Chancellor in May, 2015.
 - The Office of Public Health is reorganizing into the School of Social Work
- The Kaka’ako Campus plan will help streamline reporting, accountability, and requests for campus support.

- JABSOM has launched two new websites:
 1. For the strategic plan, overview, mission, planning process etc.
 2. For the reorg charts, Manoa flow charts and all the executive committee minutes
- The UH Clinics at Kaka’ako are opening on December 5th in the JABSOM Ancillary Building.
- The Hawaii 2 Zero Initiative Launch is also on December 5th with the opening of the AIDS clinic activity in the UH Clinics at Kaka’ako.

Adjourned at 6:35pm