

Faculty Senate Meeting

10/26/10

MINUTES		LOCATION: LH2
CHAIRMAN	Dr. Roy Steigbigel	
RECORDING SECRETARY	Holly Ruttenberg	
ANNOUNCEMENTS	<p>At the September meeting, it was announced that Laura Fochtman, who has been the Secretary of the Faculty Senate for the past 3 years will be unable to continue to serve due to other Commitments. Mary Kritzer started as the new secretary of the Faculty Senate in September.</p> <p>Dr. Steigbigel and Mary Kritzer thanked Laura Fochtman for her hard work and accomplishments as secretary of the Faculty Senate and presented her with a certificate of appreciation.</p>	
TOPIC	Report from LCME update- Howard Fleit	
DISCUSSION	<ul style="list-style-type: none">The LCME is the accrediting body of institutions that grant a medical degree. The LCME Task Force is chaired by Howard Fleit and co- chaired by Laurie Shroyer. Latha Chandran is the coordinator. The committee has been working since July of 2009, and recently submitted the first draft of the document to the LCME. <p>Purpose of LCME Vision</p> <ul style="list-style-type: none">The LCME vision is the guidance of the overall educational program that the school has.There are a large number of standards that need to be met by the school of medicine for the educational program. We Need to present this information to the LCME giving evidence we are doing what is required.A database that addresses each of the components of the LCME standards has been created.The LCME Task force consists of a number of working groups each addressing separate aspects of the mission that need to be addressed by LCME.On Sept 1st a draft report consisting of 5 components, including the self study and executive summaries, database, student self- study summary, graduation questionnaire and complete set of required courses/clerkship forms was sent to the LCME for review. The self- study and executive summaries addressed a number of overarching issues relating to the institutional settings including educational resources, educational programs, medical students and faculty. The database is enormous, based on 29 standards LCME establishes.In addition, there was a student self study survey for which the LCME provides a template. The students took the template and created a survey of all 4 classes related to all components of the medical education program. Together with medical informatics, they analyzed and presented this summary report.Another piece of data is the AAMC graduation questionnaire. This set of data addresses individual information about each of the required courses and clerkships such as goals, objectives, strengths and weaknesses of the courses.There are a number of challenges, including differences in perception between students and faculty. It is important to outline how the school is monitoring and addressing these issues.The data is coming from a variety of sources, such as students, medical informatics, national resources from exam data and the issue is bringing this data together in a coherent and timely manner so we can present it to the LCME.Working groups and sub-committees met diligently with the whole faculty and got information together in order to develop a draft of the database.	

Risk Assessment- potential citations: high Risk- Potential for citations

1. Curriculum Management
2. Competencies and sub-competencies
3. Timeliness of clerkship grades
4. Educational resources

Areas that are listed as in transition-Potential Citation

There is time to formalize a number of these items to ensure compliance with the LCME's standards

1. Mid- course feedback for pre-clinical courses as well as clerkships.
2. Clinical Conditions- Central Oversight required- documentation, tracking, and remediation.
3. New Learning environment –Professionalism education, communication/dissemination, monitoring and enforcement
4. Uniform Grading Policy
5. Student Advising
6. Dean's Office Organization
7. New Diversity standards- definition, practices, education/dissemination, enforcement and monitoring

Low risk, but possible items for citation

1. Student health services
2. Student psychological counseling services
3. FTE Efforts- being worked on through the Dean's office
4. Teaching appointments for all faculty in all sites
5. Student scholarships – amount of funding scholarship money for students is not as high as at other institutions.

Deadlines

1. The first draft report has been submitted to consultants. Feedback was received on October 15th, 2010
2. Task force Meeting (review of first draft for feedback)- October 28th, 2010
3. December 1st- All updates are due for the second draft
4. The goal is to Submit the initial final report to LCME by January 1st, 2010
5. It will be possible to provide updates until March 1st, 2010
6. There is a Mock site visit by consultants scheduled for March 6th – 8th
7. The actual LCME site visit is scheduled for April 11-13

Questions

Were differences in student and faculty thinking evident from the first draft?

- The Faculty recognized similar issues to what students raised as concerns. What was not presented in the Executive Summary, however, was a mechanism to respond to these issues. This was highlighted by the consultants. Students will have perceptions about issues but we need to acknowledge and present a plan to address their concerns.

Will these reports eventually be made available to the faculty as a whole?

- One of the goals of the process is broad dissemination of information. It is beneficial for everyone to see what the achievements have been and what has evolved from the LCME process. There is currently an internal mechanism where the documents can be viewed, but it is important that they eventually be made available on the public domain within the institution.

Dean Kaushansky is very impressed with the work effort going into the LCME project so far.

He thanked everyone for their participation.

CONCLUSIONS

Informational

TOPIC

Mary Kritzer read and reviewed the bylaws changes with the Faculty Senate for the second time

DISCUSSION	<ul style="list-style-type: none"> • Dr. Kritzer indicated to the committee that this is the final chance for discussion of the changes. After this meeting, the faculty senators will be contacted with an e-mail vote on the changes. • Dr. Kritzer read the bylaws changes to the committee. 		
Action items	Person responsible	Deadline	
Mary Kritzer will ask Holly to I send an e-mail with the vote on the bylaws changes			
Topic	Increasing number of representatives from the affiliate sites on the Curriculum Committee		
DISCUSSION	<ul style="list-style-type: none"> • The Curriculum Committee currently has 1 representative from the clinical affiliate sites who is a voting member. Since there are a large number of students taking clerkships at affiliate sites, there was a request to increase the number of representatives from the affiliate sites from 1 to 3. • The Executive committee agreed that it should not be specified which affiliate site the additional representatives should come from, but the hope is that the representation will be proportional to the number of students at the sites. 		
Action items	Person responsible	Deadline	
<ul style="list-style-type: none"> • There will be a required second presentation of this proposed amendment at the November Faculty Senate meeting. • At the next meeting of the Executive Committee, an additional item of VA representation will be discussed. 			
TOPIC	E-mail confidentiality		
DISCUSSION	Dr. Steigbigel reminded everyone that when patient information is sent via e-mail, it sh should be encrypted. There are other secure methods to transfer patient information. One of these is Share point, where only someone who has a password can access the database.		
Action items	Person responsible	Deadline	
<ul style="list-style-type: none"> • Anyone with questions regarding the exchange of patient information should contact the help desk. • A sub-group has been created by Dr. Steigbigel and will meet regarding the e-mail issue. The outcomes of this meeting will be presented at the November Faculty Senate meeting 			
TOPIC	PHEEIA: Public Higher Education Empowerment and Innovation Act		
DISCUSSION	<ul style="list-style-type: none"> • This act would give more freedom to state universities in setting tuition and would hopefully enhance the ability of the institutions to function. This has been discussed at multiple faculty sessions and the president's advisory group. • Virtually all the four university campuses are in favor of this, as are many SUNY campuses. UUP strongly opposes PHEEIA. One concern that UUP has about PHEEIA is that if tuition increases some students will be left out. The counter argument is that there is sufficient scholarship so this would not occur. • Last year, PHEEIA failed because it didn't get through the NY state assembly. President Stanley indicated that it will 		

	continue to be revisited, but will need to pass the State legislature, in order to be enacted.
CONCLUSIONS	Informational
NEXT MEETING	November 23rd

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Attendance

Present: Kenneth Kaushansky, Lilianne Mujica-Parodi, Howard Sussman, Tamara Weiss, Ed Oberstein, Sidonie Morrison, Catherine Kier, Frank Stellaccio, Mihai Sadean, Syed Shah, Walter Backus, Richard Kew, Silvia Spitzer, Dennis Galanakis, Iris Granek, Lynette Dias, Laura Fochtman, Lorne Mendell, Howard Adler, Thomas Bilfinger, Marcia Tonnesen, Ed Nord, Shery Courtney, Catherine Kier, Nate Kley Paul Fisher, Ken Marcu, Jingfang Ju, Gail Schuman, Lynette Dias, Laurie Krug, Lester Kallus, Laurie Shroyer, Janet Fischel, Elza Mylona, Howard Fleit, Gail Schuman, Latha Chandran

Absent: Leon Moore, Todd Miller, Raafat El-Magrabi, Thomas White, Evan Jones, Richard Clark, Michael Egnor, Arthur Rosiello, Nanal Soliman, Howard Sussman, Ed Weissman, Hussein Foda, Atil Kumar, Humaira Iqbal, Shenhong Wu, Hal Skopicki, Romona Rajapakse, Robert Reilly, Wil Leiberthal Janice Lu, Harmeet Narula, Patricia Galvin Parton, Joseph Puccio, Nicholas Weatherly, Dave Krause, Brigitte Demes, Randall Susman, Carlos de los Santos, Ken-Ichi Takemaru, Joav Prives, Sanford Simon, Zvi Jacob, Mwata Dyson, Meenakshi Singh, Jingfang Ju, Tahmeena Ahmed, Ray Goldsteen, Erich Mackow, Adianus van der Velden
Wei Xing Zong, Elaine Gould, Clim Roque, Maryanna Mason, Marlene Zawin Carl Tack, Richard Bronson, Michael Lydic, Roman Kotov, Deborah Weisbrot, Joseph Blader, Nisson Schechter, Scott Johnson, Chris Carleo, Fred Schiavone, Ruth Ann Miles, Frank Seifert, Mark Shapiro, Alexander Dagum, Antonios Gasparis, Julie Tsai, Robert Honkanen