

Academic Affairs Subcommittee  
of the Board of Directors

February 3, 2003

**Minutes**

Attendees: N. Adams, R. Berlin, A. Cooper, P. Deckers, D. Friend, J. Goldberg, B. Koeppen, C. Leonardi, M. MacNeil, G. Maxwell, M. Meacham, P. Robinson, J. Rowe, C. Trummel, B. Carlson, R. Garibaldi, C. Jacob, W. Kleinman, K. Sanford, S. Strongwater, D. Upton, S. Wetstone, L. White

Mr. Cooper called the meeting to order at 9:01 a.m.

1. Public Comment

None.

2. The minutes of the November 4, 2002 meeting were unanimously approved with the following change in item 2.a. Emeritus Faculty Appointments: The Academic Affairs Subcommittee unanimously approved the following recommendation to the Board of Directors: **That the Board of Directors amend the process by which emeritus status is conferred, and allow conferral prior to retirement, to become effective on the date of retirement.**

3. Emeritus Faculty and Staff

As requested at the November 4, 2002 meeting, Dr. Koeppen presented a draft policy on the rights and privileges of emeritus faculty. This draft policy has been shared with administration and with the Councils of the two Schools. The policy will be appended to the letter sent from the Deans to retirees who become emeritus faculty. It was noted that the policy affords the Deans the flexibility to provide additional rights to emeritus faculty, but these must be articulated in writing. The intent of the policy is to protect the University but also recognize the contributions these faculty have made to the institution.

It was suggested to reword items 3, 4, 5, 6, 7, 8, and 9 to read, "Eligible to ..." instead of "The ability to ...". Dr. Trummel noted some concerns expressed by the Dental Council, which included the responsibility of emeritus faculty to pay for parking and their inability to vote on Council. However, Dr. Koeppen reiterated that the Deans have the authority to modify the policy.

Dr. Koeppen will make the suggested revisions, and the policy will be forwarded to the Board of Directors for their information.

4. Tuition and Fees

The Academic Affairs Subcommittee approved the following recommendation to the Board of Directors: **That the Board of Directors approve the proposed tuition and fee increases for the School of Medicine and School of Dental Medicine for the 2003/04 and 2004/05 academic years.**

Dr. Koeppen explained that tuition and fee rates for the Schools of Medicine and Dental Medicine are set by a policy of the Board of Governors of Higher Education, which requires that the rates be set between the 70<sup>th</sup> and 75<sup>th</sup> percentile for public medical and dental schools and that the maximum annual increase not exceed 15 percent. A 15 percent increase in tuition and fees for 2004 and 2005 is being recommended to bring the Schools into compliance with the 70<sup>th</sup>-75<sup>th</sup> percentile. It was noted that some of these funds will be put into loan and scholarship pools to assist students with need.

A motion was made, seconded, and unanimously approved to approve the recommended increases in tuition and professional school fees. A second motion was made, seconded, and unanimously approved to approve the recommended increases in all other fees except the Combined Program Fee. A third motion was made, seconded, and approved, with one opposed, to approve the recommended increase in the Combined Program Fee.

5. Reorganization of School of Medicine Departments

Dr. Deckers presented a proposed reorganization for the School of Medicine. On the basic science side, several groups have been meeting and working towards the creation of four new basic science departments which would replace some of the existing basic science departments and would allow integration of research and educational efforts around themes. These new departments are Cellular and Molecular Biology, Developmental Biology/Human Genetics, Immunology and Microbial Pathogenesis, and Anatomic Pathology/Laboratory Medicine. Much progress has been made in this area. A working group has also been put together to explore the possibility of creating a University-wide School of Public Health. However, this is in the very preliminary stage.

On the clinical side, there have been discussions about creating Type II centers or institutes based upon the Signature Programs in Oncology, Musculoskeletal Diseases, and Vascular Biology/Cardiology. It is believed that this reorganization will enhance our clinical and educational product and will align resources. However, there are still a number of management issues that must be addressed. It was noted that the faculty are very interested in the reorganization and want to play a role in the process. However, there is some concern among them on how their efforts would be divided between departments and centers/institutes. Another common concern among faculty is the impact of this reorganization on education at multiple levels, particularly graduate medical education. Dr. Maxwell believes that the reorganization would be a great benefit to the Ph.D. program in biomedical sciences, which has not been organized along departmental lines for many years.

Dr. Deckers further indicated that although the proposed reorganization will not affect tenure positions, he believes the issue of tenure and the amount of money needed to support it must be looked at.

It was noted that this is an important step which will have a long-lasting effect on the School. There was general support for the proposed reorganization, but a great deal of background information will need to be provided prior to presenting it to the Board in June.

6. Report on LCME Reaccreditation Survey

Dr. Koeppen distributed the "Summary of Findings of the LCME Survey as Reported in Their Exit Interview" (attached). He noted that the summary of findings may be modified by the full LCME Board. He then reviewed the areas of strength, areas of partial or substantial noncompliance, and areas in transition. The survey team found the School's curriculum to be exemplary, and were especially impressed by the number of volunteer faculty involved in the clinical programs. Dr. Koeppen further noted that the Association of American Medical Colleges (AAMC) will be sending a team to look at our Clinical Skills Assessment Program, which was also noted as an area of strength. In approximately six weeks, Dr. Deckers will receive a draft report and will have the opportunity to correct it for factual error. A letter will then be generated to Dr. Deckers indicating the length of accreditation (8 years) and requesting progress reports within two years on areas of non-compliance, followed by another progress report on areas in transition.

A motion was made, seconded, and unanimously approved to compliment Dr. Deckers, Dr. Koeppen et al on this achievement.

7. Consents

a. School of Medicine - Appointments, Promotions, and Sabbatics

The Academic Affairs Subcommittee unanimously approved the following recommendation to the Board of Directors: **That the Board of Directors approve the attached School of Medicine recommendations for promotion, appointments, and sabbatics.** Dr. Koeppen pointed out to the members that the recommendations for promotion would become effective on September 1, 2002.

There being no further business, the meeting was adjourned at 11:15 a.m.

Respectfully submitted,

Bruce M. Koeppen, M.D., Ph.D.