



**Noorda College of Osteopathic Medicine Deans Council
February 2nd, 2023 – Boardroom**

Present

John Dougherty, DO – Dean
Jennifer Brown, NTP, MS Ed - Associate Dean of Academic Affairs
Schyler Richards, BA – Vice President for Institutional Advancement
Alexa Levine, PsyD, MSIO – Assistant Dean of Institutional Effectiveness
Chris Milliken, BS – Director of Technology Operations
Alice Akunyili, MD – Assistant Dean for Academic Affairs
Leslie Manley, PhD – Director of Assessment
Esther Nuebel, PhD – Faculty in Biochemistry
Kyle Bills, DC, PhD – Associate Dean for Research
Esther Nuebel, PhD – Faculty in Biochemistry
Lynsey Drew, DO – Assistant Dean for Clinical Affairs
Michael Rhodes, MD – Associate Dean for Clinical Affairs
Sondra Jepson, DHSc, MSW – Assistant Dean for Graduate Medical Education
Steven Embley, DO, MBA, BA – Assistant Dean for Clinical Sciences
Kristen Anderson, MSW – Assistant Dean for Student Affairs

Not Present – Excused

M'Lindsey Romero, DO, BUS – Faculty in Osteopathic Principles and Practice
Casey Himmelsbach, MSML, MBA – Associate Dean for Student Affairs

Ad Hoc

Sarah Miles, BS - Administrative Assistant for HR

Meeting Minutes

Call to Order – 1:00 PM

Motion to Approve Minutes

Motion: Dean Brown

Second:

Dean

- Review catalog update (from Sara H); Will update policies based off catalog
- Thank you to all who turned in AACOM survey
- Send Alexa list of resources currently using (to send communication to students); Next, unnecessary communication channels will be cancelled
- Offer made to new CFO
- Favorable news from Greg Stuart regarding biomed and biotech research building
- Dr. Dougherty, Wright, and Schyler to have initial conversation this afternoon (with UVU)

- Early June, facilities inspection to take place. Simulation, IT, and facilities will be the first to move; Week before orientation, all others to move.

Curriculum Committee

- Meeting next week to discuss syllabi for MSK, Surg, Peds, Clinical Management review, and Transitions to Clinical Cares. Possibility of moving organ systems from CEPA. Possibility of updating academic policies regarding pod play activities (Explanation and answer? Or explanation and students must seek videos repeatedly to discover answer?)
- Boards to be taken in June; Students maintaining low stress and confidence.
- Plenty of seats/dates available in state of Utah (students can travel if they choose)

Finance

- Budgeting process will be simpler than previous years; Submission to Dr. Wright and new CFO by 3/15
- New building update: Fabrication and installation to be complete within eight weeks, atrium open, flooring being installed, glass wall to begin in two weeks; Construction team to take video in near future.

Advancement

- Noorda-COM day at legislature (2/13); Twenty-four students + administrators attending
- Bill draft received this morning (grant fund for doctors who take students as preceptors)
- Celebrating black history month with DEI committee; AACOM to feature students throughout the month.
- Noorda in the running for Silicon Slopes Hall of Fame award in Health and Wellness category, Saturday evening
- Designing Noorda branded banners (20 x 6) for construction site, finalizing with Westland

Committees and Bylaws

- Nothing to report

GME / CME

- DOPL approved application (Controlled Substance Prescriber course)
- Course will be offered 4/26; May attend 4/26 or watch recorded version (before 5/10) to receive CME credit
- Reviewing '23-'24 educational conferences to avoid overlap for scheduling of future events
- Proposal submitted to Revere Health for CME accreditation for St. George (September) eight-hour event
- Preceptor 101 Grand Rounds application submitted yesterday
- Meeting with Dr. Rhodes, Jepson, and Exxact regarding OMM residency
- Meeting with Dr. Dougherty, Jepson, and Association of Utah Community Health regarding inception of GME programs
- Updating Noorda policies and completing application for ACGME sponsoring institution

- One hour didactic will be taught by Dr. Rhodes pertaining to “transition of care handoffs” (necessary for student and resident perspective)

Research

- Roseman Symposium to be held 2/22; Several projects have been submitted. Please be sure to request poster prints at least two weeks prior to event (or, students are always welcome to print posters elsewhere).
- Motion analysis system training for faculty (3/3); Faculty to train students, thereafter.
- Research track info. meeting held last week; Recording was sent to faculty
- Meeting with BYU law school; Interested in joint DOJT program.
- Preliminary meeting with BYU MPH facilitators; Discussed implementation of program as such at Noorda

Faculty Council

- Recent meeting, reviewed last four SCOPE reports. Main concern was SCOPE report is summary of some students, not necessarily all students; Possibility of sub-committee. Engage more students to take survey, possibility of predetermined adjectives, vs. open answer.
- Sub-committee faculty designing tuition incentive form and research grant distribution form

Media and Information Technologies

- Blackbaud go-live 3/1
- Student Info System – Successful go-live (small blip – duplication of logins - fixed root cause and resolved situation)
- Wireless access points ordered and will be installed within the next couple of months
- Over 140 flat screens to be installed (not including faculty/staff computer software)
- Considering “status update blog” (noordacom.online) to avoid multiple emails if tech issues arise

Student Affairs

- Primary application deadline yesterday (1768 verified, 3351 total)
- Upcoming interviews (2/22 and 3/22)
- Acceptance fee’s paid: 187, Fully paid: 25
- Waitlist: 210 students
- Financial aid currently planning spring workshops.
- Jamie D. planning for upcoming student gala and orientation
- Sara H. reviewing catalog
- Additional therapist now available (specializes in medical family therapy, divorce and remarriage, LGBTQ issues)
- Hybrid model, acceptance student day (Saturday, 5/6)

Academic Affairs

- Students proactively registering for Level one and USMLE step one

- Over 24,860 messages sent by faculty through Pronto this academic year; Noorda employees very reachable and responsive.
- Cardiopulmonary 207 mid-term exam tomorrow; Inherent Abilities 105 next week.
- Shortly, will be sending out board-style questions for extra practice.

Clinical Affairs

- Signed affiliations with Granger Health (for students who would like rotations in the Northern region) and BYU (for those who wish to rotate at the student health clinic)
- Seeking affiliations; Visiting with HCA executives next week
- Prepping for third year rotations; Student wish list to take place soon
- LCM course almost complete (and going well this semester)
- Local surgeon commented pleased with communication from Dr. Drew & Pam B's team regarding rotations (calendar, demographics, and photo)
- BLS and ALS to be part of transitions to Clinical Medicine course, PALS to be part of pre-week of Peds, will look into ATLS for students interested in surgery
- Working with Reid B. (four topics complete) on Preceptor 101 series; Physicians to receive CME credit once complete
- Required documents policy went into effect 2/1
- LCM changes occurred for two students due to disruptions in physician's personal life; LCM otherwise, is flowing smoothly
- Simulation team is always accommodating, however, as third year students are enrolled, be proactive and schedule in advance when scheduling with Sim.

New Business

- Nothing to report

Adjournment: 2:10

Minutes prepared by: Sarah Miles, BS