



**Noorda College of Osteopathic Medicine Deans Council
February 16th, 2023 – Boardroom**

Present

John Dougherty, DO – Dean
Alexa Levine, PsyD, MSIO – Assistant Dean of Institutional Effectiveness
Jennifer Brown, NTP, MS Ed - Associate Dean of Academic Affairs
Alice Akunyili, MD – Assistant Dean for Academic Affairs
Ralph House, CPA – Interim CFO
Schyler Richards, BA – Vice President for Institutional Advancement
Sondra Jepson, DHSc, MSW – Assistant Dean for Graduate Medical Education
Kyle Bills, DC, PhD – Associate Dean for Research
M'Lindsey Romero, DO, BUS – Faculty in Osteopathic Principles and Practice
Chris Milliken, BS – Director of Technology Operations
Casey Himmelsbach, MSML, MBA – Associate Dean for Student Affairs
Kristen Anderson, MSW – Assistant Dean for Student Affairs
Leslie Manley, PhD – Director of Assessment
Lynsey Drew, DO – Assistant Dean for Clinical Affairs
Michael Rhodes, MD – Associate Dean for Clinical Affairs
Steven Embley, DO, MBA, BA – Assistant Dean for Clinical Sciences

Ad Hoc

Sarah Miles, BS - Administrative Assistant for HR

Meeting Minutes

Call to Order – 1:00 PM

Motion to Approve Minutes

Motion: Dr. Akunyili

Second: Dr. Rhodes

Dean

- Dr. Wright shared Strategic Planning (Key success factors, driving forces, SWOT analysis)
- Budget will be available by tomorrow morning
- Building update: Room numbers and names placed on doors, glass walls will be placed in three weeks, carpet lain, roof installed
- AACOM data submitted
- Check individual bio's on website; Contact Alexa if needing further updates
- Beginning NWCC accreditation process

Curriculum Committee

- Upcoming meeting will finalize syllabi for next semester
- Improving communication with student curriculum committee

Finance

- Welcome Ralph House, new CFO

Advancement

- Successful day with multiple students at the capitol
- SB180 presented to senate yesterday (with amended language)
- HB386, still pending
- Renaming Student Emergency Fund to Noorda Cares (at request of students)
- Planning for grand opening of Noorda

Committees and Bylaws

- Nothing to report

GME / CME

- Controlled Substance Subscriber course scheduled in April
- Three additional courses in the planning for 2023
- CME office and committee drafting strategic plan
- GME began writing ACGME application to become a sponsoring institution; Plan to be on review committee agenda (10/10)
- Writing application for Noorda clinic to start OMM program (launch residency program 7/2024)

Research

- Shared draft of intended lab for building three; Accessibility for all faculty and researchers
- Within four days AI motion catcher system should be delivered; 3/3/ will provide full day training for faculty who wish to learn system

Faculty Council

- Nothing to report

Media and Information Technologies

- Planning wireless installation (data connectivity, media studio technology, touch screens, digital signage, placement of cameras...)
- Soon placing orders for devices for class of 2027
- Deployed in-tune platform technology for students devices (time saving, better management)
- Revamping project management processes (Charters Communication Plan)

Student Affairs

- Christina T. to provide on-site workshops for students, March – May
- Hiring update: Sara Lemmon (transfer information from pre-matriculation to matriculation status as student body grows)

- Welcoming (approx.) 200 students this summer
- Acceptance fee's paid: 188 students (Full payment due 4/1)
- URM: 18%, Female: 45%, Male: 55%, 60 interviews scheduled for next week. Waitlist: 200
- Hybrid format "Accepted Student Day," scheduled for 5/6
- Applicants may only hold one seat after 5/15

Academic Affairs

- Arranging for Level One and Step One registrations
- Several students requesting to take COMSAE, then test earlier
- Exam practices difficult to prepare when faculty do not submit questions by due dates
- Students opt in to share data (anonymously); Kaplan willing to send free materials
- Working with lower quartile students on following through with Learning Services study plans
- Clinical Management course, preparation for 3rd year
- Future dashboard will have a dynamic view (one-time's will be added)
- Finished 105 and 207 (207 review tomorrow)

Clinical Affairs

- Site campus visit with HCA health partners; Also met with Chief Medical Officers
- Noorda Simulation team toured Utah Valley Sim Lab
- Prepping for clinical rotations (58/90 positions committed to)
- Attempting to finalize rotations with Intermountain
- Telehealth OSCE scheduled for next week

New Business

- In-person attendance required for Curriculum Management Course

Adjournment: 2:30

Minutes prepared by: Sarah Miles, BS