

**School of Medicine Executive Committee  
Meeting Minutes  
Tuesday, September 20, 2011  
Academic Office One, 7<sup>th</sup> Floor Board Room**

**Present:**

Bill Betz, John Cambier, Robert D'Ambrosia, Chip Dodd, Robert Freedman, Laurie Gaspar, Ron Gill, Tom Henthorn, James Hill, Randall Holmes, Ben Honigman, Herman Jenkins, Mark Johnston, Chip Ridgway (for Richard Krugman), Kevin Lillehei, Wendy Macklin, Nanette Santoro, David Schwartz, Ann Thor, Andrew Thorburn, Ken Tyler, Kara Alexandrovic (housestaff rep), Terri Carrothers, Stephen Hawkins (housestaff rep), Doug Jones, Steve Lowenstein, Dan Meyers, Chris Nyquist, Carol Rumack, Jane Schumaker, Ron Sokol, Fred Suchy, Richard Traystman, Cheryl Welch, Nan LaFrance, Michael Handler (for Fritz Karrer), Colleen Conry (for Frank deGruy), Mark Kochevar (for Dan Theodorescu), Lithium Lin for Thomas Meyers (VA -for Ellen Mangione), Dennis Boyle

- I. Greetings – Dr. E. Chester Ridgway, filling in for Dean Richard Krugman, welcomed the committee and guests.
- II. **Approval of the Minutes** – The minutes for the August 16<sup>th</sup>, 2011 SOM Executive Committee Meeting were unanimously approved as written.
- III. **Discussion Items**
  - A. *Dean's Comments*
    1. **Search Updates**
      - a. Department of Surgery Chair – Dr. Richard Schulick will be returning along with his spouse on October 4-6 to meet with additional staff/faculty.
      - b. Department of Emergency Medicine Chair Search – Dr. Richard Zane has been offered the position and is still in negotiations.
      - c. CSPH Dean Search – All the information for the CSPH Dean search has now been handed over to the Provost's and CSPH Offices for the continuation of the interviews.
    2. **Housestaff Representatives** – Drs. Kara Alexandrovic and Stephen Hawkins were introduced to the SOM Executive Committee as the Housestaff Representatives for 2011-2012.
    3. **SOM Executive Committee Membership** – Dr. Steven Lowenstein – Associate Dean for Faculty Affairs, read the rules for the membership of the SOM Executive Committee, particularly the voting members. The School of Medicine rules outlines the membership, the duties and responsibilities of the Executive Committee. The only members are the department chairs and the four faculty officers (the President, Past-

President, President-Elect and Secretary). There is a list that is semi-official that has been kept in the SOM Dean's office which names several Center Directors. The rules say that the Executive Committee shall consist of the Chancellor of the Health Sciences Center (an update on verbage needs to take place) and the Dean for the School of Medicine, both as ex-officio, non-voting members, the faculty officers and chairpersons from all Departments. The question is how many Centers and which Centers should have the directors be part of this committee? Dr. Lowenstein asked the committee for their comments regarding this matter. The definition of a "center" is those who have gone through the official University process to formally have center status. The question of which Center Directors are to be part of the SOM Executive Committee and if so, how would they be chosen? Dean Krugman has included some Center Director's by notating it in their offer letters that they would participate in the SOM Executive Committee, however, does that make them a voting member? Should the Dean have the right to ask any ex-officio to be part of the committee as he chooses? Dr. Lowenstein said that there are two choices; 1) Update the rules to specify that the Dean may appoint a voting member based on certain/general criteria and include it in the letters of offer; or alternatively, 2) the Group should come up with specific recommendations and come back to address the committee. It was suggested that there be a better understanding of which centers exist and perhaps a subcommittee can meet to make recommendations.

- B. Compliance Update – Vice Chancellor for Research, Richard Traystman, PhD – the OIG has left the campus and had no major issues. Small items were found and have given the campus the opportunity for a rebuttal. Once the OIG receives and reviews the rebuttals, then the campus will know what fines, if any, will be imposed.

There will be a large AAALAC (Association for Assessment and Accreditation of Laboratory Animal Care International) accreditation site visit around February/March 2012. Dr. Traystman asked the committee to make sure all the investigators know. This is for a 3 year renewal.

Also in February/March 2012 timeframe, the AAHRRP (Association for the Accreditation of Human Research Protection Programs, Inc.) will be on-site for an audit/investigation. All investigators who are involved with human subjects and protocols need to be made aware.

Dr. Traystman also discussed the possibilities of issues that will likely be brought forth from those employees who work in the labs. There are specific rules that prohibit children, food and drinks in the labs. He does not want to discourage bringing in children for educational purposes, but to bring them in for other reasons is prohibited. If any child is brought in for educational reasons, they must have the approvals from the Department Chairs and/Division Chiefs. This is

specific to faculty and postdocs. Also, no food or drink is allowed in laboratories located in RC1 and RC2. This is a health issue. At the next Faculty Meetings, Dr. Traystman would like all faculty and investigators informed of these rules. It will be monitored.

- C. Radiology Dose-Risk Smartcard – Chip Dodd, MD passed around a ‘smart card’ in which he, Drs. Edward Hendrick, Gary Fullerton, James Borgstede, William Hendee and Fred Larke, MS, which shows the estimates of cancer risk from low-dose radiation exposure. Inside the card show the risk level (which are color-coded) from conventional radiography, adult CT scans, nuclear medicine, and adult interventional procedures. Each outlines the procedure, the average effective dose and the lifetime risk of cancer death.
- D. Act 1 – Sr. Associate Dean, Dr. Doug Jones - the Act 1 initiative which is combined with UPI and SOM is ongoing and task forces have been assigned. This has become very collaborative and successful. The final success won’t be known for a few months, but he will continue to give updates.
- E. Speaker’s Bureaus Update – Associate Dean, Steven Lowenstein, MD presented the Conflict of Interest Policy as it pertains to the Speakers’ Bureau Revisions. The implementation of the policy on the prohibition of the Speakers’ bureau activities has a few exceptions, one being that the talks that represent a “genuine” service to the community and solely for educational purposes. The definition of “speakers bureaus” is:

*“Compensation by any pharmaceutical company, medical device manufacturer or manufacturer of other health- or nutrition- related products, or their subsidiaries, for speaking engagements whether on a one-time or recurring basis.”*

The exceptions are for the speaking engagements where *“talks represent a genuine service to the community and that are solely for educational purposes and not for the purpose of promoting or marketing.”*

Faculty members must submit an approval request form (which can be found on the Faculty Affairs website under rules/policies (<http://www.ucdenver.edu/academics/colleges/medicalschooll/facultyAffairs/RulesPolicies/Pages/RulesPolicies.aspx>) plus a copy of the contract with the industry. Rob Shikiar, Sr. Staff Attorney-UPI, reviews all contracts. If the contract contains objectionable language, the request will be disapproved, counsel will suggest revisions to the contract and “model” contract language will be prepared. Speakers may use company slides but *“may not be required to use company slides”* and *“the contract must not be branded or labeled with the name or business logo of the industry sponsor.”* The contract must reserve the faculty member’s right to make any changes deemed necessary by the faculty member, based on his or her independent scientific judgment.

The SOM Department Chair may overrule the decision made by the COI Committee only if it was an approval by the COI or apply a stricter standard to the already approved decision by the COI.

- F. i-Teach – Dennis Boyle, MD presented AME’s first program which improves medical teaching, consultative service for medical educators to the SOM and affiliates. This program is strictly voluntary, feedback will be verbal, formative and the mentors will be AME members. Dr. Boyle emphasized that this is not the “teaching police” and nothing that will go into a personnel file. This is voluntary and department chairs can *advise* faculty members to take advantage of the resources for improvement.
  
- G. Update on Health and Wellness Center – James Hill, PhD advised the committee that this is an active campaign to tell everyone about the Health and Wellness Center and dispel any rumors that seem to be surfacing. The Health and Wellness Center will provide research, clinical, and educational programs, a membership to a State of the Art Fitness Center and a Healthy Bistro which will also provide a health alternative to catering on campus. The 4 pillars for the Health and Wellness Center; it is a “Think Tank”-facilitating new ideas; Research; Science-based Programs and Initiatives; and Education. The research is based on CORI (Colorado Obesity Research Initiative) and Clinical Research including nutrition, physical activity, weight management, and integrative medicine. The facilities will have three different laboratories; Food, Physical Activity, and Clinical. The State of the Art Fitness Center will be a high-end facility and will be available for membership for all students and employees on the campus. The pricing will be determined at a later date.
  
- H. 2010-2011 GME Annual Report – Associate Dean, Carol Rumack, MD updated the committee on GME’s annual report on the enrollment number of residents/fellows for the 2010-2011 vs. 2011-2012 years which is slightly up for 2011-12. The under-represented minority enrollment is higher than 2010-11, but not where they would like it to be. Dr. Rumack showed the statistics for the overall satisfaction with the training programs, the treatment of housestaff in a professional manner overall and by program coordinators and staff, the medical education financial debt, professional plans, exiting housestaff and where the primary care and non-primary care physicians practice. The 2010-11 plans, statuses and outcomes were addressed and updated the committee on the institutional ACGME site visit which was on 6/15/11.

### **Executive Session**

#### **IV. Approval Items**

- A. **All Sr. Clinical Appointments and Promotions** were unanimously approved.

The meeting adjourned at 9:40 AM