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# THE GEORGE WASHINGTON UNIVERSITY

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WASHINGTON, DC

**School of Medicine & Health Sciences  
Executive Committee of the Faculty Assembly**

**Meeting Minutes**

**Thursday, January 22, 2015 ♦ 4:30 p.m. ♦ Ross Hall 643**

**VOTING MEMBERS PRESENT:** Michael Berrigan, Margaret Plack, Gary Simon, Robert Zeman, Robert Hawley, Lisa Alexander, Joyce Maring, Narine Sarvazyan, Colleen Roche, Anton Sidawy

**EX OFFICIO MEMBERS PRESENT:** Jeffrey Akman, Vincent Chiappinelli, Joseph Bocchino, Mark Batshaw (by phone), Alan Wasserman, Raymond Lucas, Ester Roberts   **EXCUSED:** Lawrence D'Angelo,

**ABSENT:** Joan Butler, Ellen Costello, Eric Hoffman, Imtiaz Khan, Robert Miller, April Barbour, Richard Simons, Robert Shesser, Jeffrey Sich

**GUEST:** Scott Schroth

1. The meeting was called to order at 4:35 pm.

2. Minutes of the November 20 meeting approved unanimously.

3. Update on Searches:

- Cancer Center Search – three top candidates are in process for second and third visits.
- Ortho Chair Search – five candidates have been recommended to the Dean. 2 of 5 have come for their second visit and others are scheduled.
- CRL – three additional additional candidates since the last update. 5 skype interviews are planned in the upcoming weeks.
- Assistant Dean Clinical Education – internal search. Search committee interviewed 7 internal candidates, forwarded three recommendations to the Dean for consideration.
- Expedited searches - Committee is scheduled to be charged by the Dean on 1/29/15.

4. Report from the University Faculty Senate. Dr. Sidawy reported that most of the activity has been around the change in governance proposed by a committee established by Board of Trustees. Committee has made a recommendation for changes to the faculty code to the University Senate Executive Committee.

5. Dean's Report: Dr. Akman

- New Dean for School of Nursing has been selected and will be announced by President Knapp soon
- LCME self study is underway and is on track. Subcommittees are working and will identify areas of strength and suggest areas of improvement.
- GW/CNHS/VA shuttle is operational on a trial basis. Dr. Batshaw contributed volume data in the first two weeks: 300 individual riders from GW to CNHS, 150 from CNHS to GW, and 60 from VA to GW. Metrics for success have not fully been developed but early ridership is good. The vendor is developing a smartphone app that will allow riders to pinpoint the time of the next arriving shuttle which will be available soon.

- CTSA application for renewal has been submitted. Virginia Tech was added as a third partner to strengthen our application with technology and rural focus. Review will begin in March and decision will be announced after September. It is unknown if the NIH will provide bridge funding for the period of time after the current award expires and a decision on renewal is announced.

6. Proposed Clinical Conflict of Interest Policy. Dr. Sidawy chaired the *ad hoc* committee charged by the Executive Committee last January. He presented the policy to the Committee and explained the process followed in its development. The proposed policy has been reviewed by leadership of MFA, SMHS, CNHS as well as GW's Office of General Counsel. A few questions were raised from the floor and they were answered by Dr. Sidawy and Dr. Lucas. The committee voted unanimously to approve.

**Action Items:** Distribution to Faculty

**Responsible Party:** Dr. Lucas

**Deadline:** TBD

7. Proposal to Amend SMHS Bylaws to Establish the Committee on the Learning Environment as a Standing Committee of the SMHS Faculty Assembly. Dr. Schroth presented the history of the Committee on the Learning Environment (CLE) and its activities over the past few years. The membership and charge was developed by the current committee. He informed the Executive Committee that a revised policy on mistreatment will be submitted by the CLE in the near future. The proposed policy will further clarify the role of the CLE and the Ombudsperson. Dean Akman emphasized the importance of the committee's work to the School and for LCME accreditation. After discussion the committee unanimously approved the following proposal:

#### Section X.B.2.i (NEW SECTION)

##### i. Committee on the Learning Environment

The Committee on the Learning Environment (CLE) shall advise the Dean and provide oversight of the learning environment for students and residents at the School of Medicine and Health Sciences. Specific charges include:

- Respond to directives from the Dean;
- Develop programs or strategies that create, support and facilitate a learning environment rooted in respect, excellence, compassion, integrity and human dignity;
- Develop strategies to collect and analyze data from internal and external sources that evaluate the learning environment;
- Initiate and approve policies related to the learning environment and student, resident, faculty, and staff conduct in the learning environment;
- Investigate allegations of student or resident mistreatment brought forth through the processes outlined in the Policy on Student and Resident Mistreatment;
- Recommend to the Dean remedies for individuals found to have violated the Policy on Student and Resident Mistreatment;

The membership of this committee shall consist of four (4) faculty members from clinical departments (at least one from Children's National Health System); one (1) basic science faculty member; one (1) health sciences faculty member; two (2) residents; three (3) medical students from years 3 and 4; and one (1) health sciences student. The committee may designate resident and student alternates to ensure adequate representation at each meeting. Term of Service: Three (3) years for faculty, residents, and students.

Faculty members of the CLE may be at any of the professorial ranks. Additionally, the Dean shall appoint non-voting decanal and ex-officio members to the CLE whose roles and responsibilities pertain to the undergraduate health sciences and medicine programs and the residency and fellowship programs. The institutional Ombudperson(s) for Mistreatment shall serve as ex-officio members of the CLE.

**Action Items:** Submit to Faculty Assembly of the SMHS for Approval

**Responsible Party:** Dr. Lucas

**Deadline:** March meeting

8. Proposed Code of Conduct for SMHS, MFA and GWU Hospital. Dr. Schroth presented the proposed Code and described the background behind its development. The proposal has been reviewed by the leadership of the MFA and GWU Hospital. The committee made two amendments to the document presented:

Page 3 in the Appendix

Bullet item #4 change “physician” to “healthcare professional”

Bullet item #13 inserting “A pattern of..” committing sexual impropriety, etc

Bullet item #22 deleting “and accepting”

The Proposal with the above changes were approved unanimously.

**Action Items:** Distribution to Faculty

**Responsible Party:** Dr. Lucas

**Deadline:** TBD

9. Proposed Changes to Regulations for M.D. Candidates. Dean Akman explained that the proposed changes describe the role of the Senior Associate Dean for MD Programs in the processes and procedures as this position did not exist when the current regulations were adopted. The regulations as presented were approved unanimously.

**Action Items:** Distribution to Faculty

**Responsible Party:** Dr. Lucas

**Deadline:** TBD

10. The Spring Meeting of the SMHS Faculty Assembly was set for 5:00 pm, Monday, March 16, 2015.

11. New Business. None

The meeting was adjourned.

Respectfully submitted,

Ray Lucas, Interim Assistant Dean of Faculty Affairs & Development

### **Meeting Dates for 2014-2015**

*All Meetings in Ross 643*

**2015:** January 22, February 26, March 26, April 23, May 28, June 25