FACULTY COUNCIL MEETING MINUTES
Monday, June 19, 2017
Medical Education Building (MEB), room 1110
Noon – 1:00 p.m.

MEMBERS IN ATTENDANCE:
Laxman Gangwani, Ph.D., Biomedical Sciences
Susan Watts, Ph.D., Emergency Medicine
Jennifer Molokwu, M.D., M.P.H., President-Elect, Family and Community Medicine
Juan Figueroa-Casas, M.D., Immediate Past President, Internal Medicine
Cynthia Perry, Ph.D., Medical Education
Darine Kassar, M.D., Neurology
Jo Rao, M.D., Pediatrics
Jose Gavito, M.D., Radiology
Trent Filler, D.D.S., Surgery
KoKo Aung, M.D., M.P.H., Assistant Vice President for Faculty Affairs, TTUHSC El Paso, Associate Dean for Faculty Affairs, PLFSOM, Ex-Officio, Non-Voting

MEMBERS NOT IN ATTENDANCE:
Marc Orlandi, M.D., Anesthesiology
Heidi Lyn, M.D., President, OB/GYN
Gilberto Gonzalez, M.D., Orthopaedic Surgery and Rehabilitation
Ricardo Salazar, M.D., Psychiatry
Alireza Torabi, M.D., Ph.D., Pathology
Richard McCallum, M.D., Community Representative, EPCMS, Non-Voting
J. Manuel de la Rosa, M.D., Provost, TTUHSC El Paso, Non-Voting
Richard A. Lange, M.D., M.B.A., President, TTUHSC El Paso, Dean, PLFSOM, ex-Officio, Non-Voting

GUESTS:
Sanja Kupesic, M.D., Ph.D., Associate Dean for Faculty Development
Kathryn Horn, M.D., Chair, Committee on Student Affairs
Gustavo Rodriguez, M.D., Chair, Committee on Continuing Medical Education
Dale Quest, Ph.D., Medical Education
Veronica Zavala, FNP-C, Orthopaedic Surgery and Rehabilitation
Peter Catinella, M.D., Family Medicine, Chair, TTP El Paso at Transmountain (via Webex)
Mahesh Gajendran, M.D., Internal Medicine, TTP El Paso at Transmountain (via Webex)
Cindy Camarillo, Faculty Affairs
Miranda Alvarez, Faculty Affairs
Rita Nicolini, Faculty Affairs

I. CALL TO ORDER
Jennifer Molokwu, M.D., M.P.H., President-Elect
- Faculty Council President-Elect
Jennifer Molokwu, M.D., M.P.H., president-elect of the Faculty Council, called the meeting to order at 12:04 p.m.

II. REVIEW AND APPROVAL OF MINUTES
Jennifer Molokwu, M.D., M.P.H., President-Elect
- Faculty Council President-Elect
Having met quorum, the Faculty Council members unanimously agreed to approve the meeting minutes from May 15, 2017 with no changes.

III. DEAN’S REPORT
No Report
IV. PROVOST’S REPORT
No Report

V. FACULTY AFFAIRS
No Report

VI. EPCMS Update
No Report

VII. STANDING COMMITTEE REPORTS
Kathryn Horn, M.D.
- Chair, Committee on Student Affairs
Dr. Horn reported the following* on behalf of the Committee on Student Affairs and the Committee on Student Grading and Promotion:

Kathryn Horn, M.D.
- Committee on Student Grading and Promotion, Representative

Gustavo Rodriguez, M.D.
- Committee on Continuing Medical Education

Dr. Rodriguez reported the following*: See attached report*

See attached report*
Q&A:
Q: Do you have a timeline for the online CME courses?
A: Dr. Rodriguez stated that he had no answer for sure, but that it is a priority. Hopefully in the near future as they resolve the issues of online payment and a method of verification of participation.

VIII. OLD BUSINESS

Dr. Molokwu reported the following:
A. The TTUHSC El Paso Faculty Senate constitution and bylaws are being reviewed by the Provost’s Office with consideration for the faculty’s feedback and will be returned to the Faculty Council for approval.
B. The following departments have Faculty Council representative seats that are up for election/reelection:
   a) Emergency Medicine
   b) Biomedical Sciences
   c) Internal Medicine

Dr. Marc Orlandi was re-elected for another term as the representative for the Department of Anesthesiology. Dr. Daniel Bustamante was elected as the new representative for the department of Pathology. His term is effective July 1, to fill the current vacancy due to Dr. Torabi’s departure from the institution.

IX. NEW BUSINESS

Dr. Molokwu reported the following:
A. The Faculty Council is inviting representatives to nominate one faculty representative to fill a vacancy on the Academic Council. To retain balance, the officers recommend a non-clinician be nominated. Nominations will accepted by email until June 23, 2017.
B. The Faculty Council is now accepting nominations for the 2017-2018 Faculty Council President-Elect. Deadline for nominations is June 30, 2017. Submit nominations by email to Miranda Alvarez in the Office of Faculty Affairs.
   a) The position is a three year commitment.
   b) He(she) will assume the duties of President-Elect in September 2017 for a 1-year term, and then assume the position of President and Immediate Past President in the subsequent two years.
   c) Nominees must be a current Faculty Council member.
   d) Nominees are required to submit a one paragraph statement regarding their hopes to accomplish in the position.
C. Dr. Molokwu called for a motion to initiate the 2017 Faculty Bylaws Review to include the review of the 14 standing committees.
D. The Faculty Council officers also request that the following be considered during this review:
   a) Revise the composition of the Research and Clinical Affairs committees to allow for any faculty member to serve as the chair and not require an associate dean to chair the committee.
New Business Continued . . .

b) Consider if the Diversity Committee, Library Committee and Research Committee should be removed from the PLFSOM Bylaws and rolled over to the TTUHSC El Paso Faculty Senate bylaws.

c) Consider decreasing the frequency of future bylaws reviews.

Dr. Molokwu called for a motion, motion was made, seconded, and approved to initiate the 2017 PLFSOM Faculty Bylaws review to include review of the 14 standing committees.

X. FACULTY COUNCIL PRESIDENT'S REPORT

No Report

XI. ADJOURNMENT

Jennifer Molokwu, M.D., M.P.H.
- Faculty Council President-Elect

Jennifer Molokwu, M.D., M.P.H., Faculty Council president-elect, adjourned the meeting at 12:35 p.m.

FOLLOW UP:

ITEM:  PERSON/DEPARTMENT RESPONSIBLE:  TASK COMPLETED Y/N

Jennifer Molokwu, M.D., M.P.H.
Faculty Council President-Elect
Student Affairs Committee Report

Kathryn Horn, MD
Associate Dean for Student Affairs
June 19, 2017

Members

- **Faculty**
  - Kathryn Horn – Chair/ex-officio
  - Open– M3/4 clinician 2016 - 2019
  - Dan Blunk – CM/clinician – psychiatrist 2017- 2020 (reappoint)
  - Herb Janssen – Med Ed 2015 - 2018
  - Dale Quest* – Med Ed 2017 - 2020

- **Students**
  - 2018 – Joey Robaina – Red
  - 2019 - Ricardo Gamez – Gold
  - 2020 –Lindsay Wencel - Blue
  - 2021 – Pending student selection - Green

- **Ex officio**
  - Tammy Salazar
  - Alex Garcia

- 3 medical educators (one college master)
- 2 clinicians (from clinical depts. – one must be psychiatrist or psychologist)
- 1 student from each class

*newly proposed awaiting Dr. Lange’s appointment*
Additions to Student Handbook

• Student Life committee
• Off Cycle process
• Excused absences clarified to include health care appointments
• Revised drug screening process

Student Life subcommittee

• Purpose: organize student wellness activities supported by Student Affairs
• Reports to Student Affairs Committee – faculty advisor Dr. Blunk
• 1-2 students per college per year
• 3 areas of focus:
  – Expressive Arts
  – Mind/Emotional/Lifestyle
  – Physical/Stress Management
Grading and Promotion Committee Report

Mike Parsa, M.D.
Chair
(Dr. Horn to present report)

Members

- Mike Parsa, M.D. (Yr 3-4) Chair 2014 – 2017*
- Herb Janssen, PhD 2016-2019
- Curt Pfarr, PhD 2015 - 2018
- Shaked Laks, M.D. (yr 3-4) 2015 – 2017*
- Thwe Htay, M.D. (clinician Yr 1-2) 2015 - 2018
- Blanca Garcia, M.D. (Year 3-4) 2015 - 2018
- Thomas Gest, PhD 2014 – 2017*
- Dale Quest, N.P. PhD (clinician Y1-2) 2016-2019
- Jesus Peinado, M.D. (clinician Y1-2) 2016-2019
Report of actions
The CME Program at TTUHSC PLFSOM is committed to a comprehensive and evidence-based system of continuing professional development with an emphasis on an inter-professional approach.

Through multi-modal educational interventions, the CME Program will address identified knowledge and practice gaps to enable all health care professionals in the Border Region of West Texas to pursue lifelong learning that will enhance their professional competence and performance, and improve and promote the health of their patients.
Summary of Relevant Events

- Re-accreditation, with commendation application
- Website TTUHSC El Paso CME
- Vice-Chair elect, New Chair
- Future directives

ACCME Re-accreditation Status

Initial Accreditation Process:
1. Self Study Report
2. Evidence of Performance in Practice
3. Initial Accreditation Interview

Board of Directors of the ACCME ratifies all accreditation decisions

Determine Eligibility to Apply for the Provisional Accreditation

Pre-Application Process
Pre-Application Approved on January 13, 2014

Accreditation Review Committee provides feedback to ACCME’s Decision Committee

Provisional Accreditation Awarded March 20th, 2015
Determine Eligibility to Apply for the Provisional Accreditation

Pre-Accreditation

- Pre-Accreditation Approval on January 13, 2014

Accreditation Review

- Review provides feedback to ACCME’s Decision Committee

Provisional Accreditation Awarded

- March 20th, 2015


Initial Accreditation Process:

1. Self Study Report
2. Evidence of Performance in Practice
3. Initial Accreditation Interview

Accreditation Review Committee provides feedback to ACCME’s Decision Committee

Board of Directors of the ACCME ratifies all accreditation decisions

Provisional Accreditation Awarded March 20th, 2015

ACCME Re-accreditation Status

Accreditation Council for Continuing Medical Education

whose members are

The American Board of Medical Specialties • The American Hospital Association
The American Medical Association • The Association for Hospital Medical Education
The Association of American Medical Colleges • The Council of Medical Specialty Societies
The Federation of State Medical Boards of the U.S., Inc.

certifies that

Texas Tech University Health Sciences Center, Paul L. Foster School of Medicine

has fulfilled the accreditation requirements set forth by

the Accreditation Council for Continuing Medical Education

and is hereby accredited as a provider of continuing medical education for physicians.

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Chair of Decision Committee: March 2015
Expiration of Term: March 31, 2017

9/11/2017
- If successful in re-accreditation, we would be eligible for a status of either
  - Accreditation (with a four year term)
  - Accreditation with Commendation (with a six year term).

- If unsuccessful, probation with remediation

- Additional criteria needed for commendation:

  Criterion 16: The provider operates in a manner that integrates CME into the process for improving professional practice.
  Criterion 17: The provider utilizes non-education strategies to enhance change as an adjunct to its activities/educational interventions (e.g., reminders, patient feedback).
  Criterion 18: The provider identifies factors outside the provider's control that impact on patient outcomes.
  Criterion 19: The provider implements educational strategies to remove, overcome or address barriers to physician change.
  Criterion 20: The provider builds bridges with other stakeholders through collaboration and cooperation.
  Criterion 21: The provider participates within an institutional or system framework for quality improvement.
  Criterion 22: The provider is positioned to influence the scope and content of activities/educational interventions.

http://www.accme.org/printpdf/requirements/accreditation-requirements-cme-providers/accreditation-criteria
New criteria added in Sep 2016, optional from Nov 2017-Nov 2019, mandatory thereafter.

Divided into five categories:

• Promotes Team-based Education (IPCE)
• Addresses Public Health Priorities
• Enhances Skills
• Demonstrates Educational Leadership
• Achieves Outcomes

http://www.acmec.org/printpdf/requirements/accreditation-requirements-cme-providers/accreditation-criteria
Chair of CCME, August 2017
Harry Davis, MD

Future Goals and Directions

- Development and growth of the only accredited CME body in the region.
  - Continue to develop the Web site, informative tool, provision of online enduring material, development of online payments

- To be in accordance with the mission and vision of the CME office
  - Continue with identification of practice gaps, departmental and Hospital perspective
  - Increase representation of the community in the CCME
  - Provision of activities focused on closing the gaps
  - Development of tools to assess the efficacy of CME activities
Goals and directions

- Joint Accreditation for Inter-professional Continuing Education (IPCE)

  • Accreditation Council for Continuing Medical Education (ACCME)
  • American Nurses Credentialing Center (ANCC)
  • Accreditation Council for Pharmacy Education (ACPE)

Committee on Continuing Medical Education Composition

<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
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<tbody>
<tr>
<td>Gustavo Rodriguez, MD</td>
<td>Neurology</td>
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<tr>
<td>Susan Watts, PhD</td>
<td>Emergency Medicine</td>
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<td>Harry Davis, MD</td>
<td>Internal Medicine</td>
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<tr>
<td>Yan Sun, MD</td>
<td>Resident Rep Internal Medicine</td>
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<tr>
<td>Armando Meza, MD</td>
<td>Graduate Medical Education</td>
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<td>Thwee Hlay, MD</td>
<td>Medical Education</td>
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<tr>
<td>Ghulam Murtaza, MD</td>
<td>OB/GYN</td>
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<tr>
<td>Irene Lugo, RN</td>
<td>GGHS of Nursing</td>
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<td>Roma Fagan, RN</td>
<td>Orthopedic</td>
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<tr>
<td>Ramanavami Kakamegham, MD</td>
<td>Pathology</td>
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<tr>
<td>Sitratullah Maiyegun, MD</td>
<td>Pediatrics</td>
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<tr>
<td>Mohamed Zebra, MD</td>
<td>Resident Rep Pediatrics</td>
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<tr>
<td>Anoop Ayyappan, MD</td>
<td>Radiology</td>
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<tr>
<td>Brian Davis, MD</td>
<td>Surgery</td>
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<tr>
<td>Robert Reilly, PharmD</td>
<td>Pharmacy</td>
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<tr>
<td>Terry Sanchez, RN</td>
<td>UMC/Risk Manager</td>
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<tr>
<td>Oscar Nuriaga, MD</td>
<td>Family &amp; Community Medicine</td>
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<tr>
<td>Silvia Villa-Royval, MD</td>
<td>Anesthesia</td>
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<tr>
<td>Silvina Tonarelli, MD</td>
<td>Psychiatry</td>
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<tr>
<td>Sitratullah Maiyegun, MD</td>
<td>Pediatrics</td>
</tr>
<tr>
<td>Ex-Officio (non-voting)</td>
<td>Faculty Affairs and Development</td>
</tr>
<tr>
<td>Koko Aung, MD</td>
<td>Graduate Medical Education</td>
</tr>
<tr>
<td>Lydia Espinosa, MA</td>
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# Administrative Staff

<table>
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<th>Position</th>
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<tbody>
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# Thank you