



Present:

Mike Cockerham, Gina Craft, Mary Caldwell, Shawn Manor, Karen Briski, Paul Sylvester, David Caldwell

Excused: Larry Humble

Old Business

Issue	Discussion	Recommendation/Follow-up	Status
Current committee openings	Due to the departure and/or leave of 3 faculty, several committees have open positions. Replacement assignments for open positions were discussed.	Mike/Gina to identify replacements.	Assignments made where needed.
Revision to by-laws regarding committee structure & assignments	The current committee structure was designed to coincide with ACPE standards 2007. The committee will evaluate the current structure with regards to Standard 2016 to determine if changes need to be made. Also, a possibility of making committee assignments for 2 or 3 years rather than 1 was discussed and will be determined at a later time.	Mike/Gina to bring report back to group.	Ongoing
Ways to better support current org structure	The group brainstormed ways to support the current organizational structure. No decisions were made, but a need to meet consult with Dr. Fellows and meet with Dr. Pani was identified.	Mike & Gina to meet with Dr. Fellows Gina to contact Dr. Pani to arrange meeting.	Proposal will be submitted by 3/1 Meeting set.

New Business

Issue	Discussion	Recommendation/Follow-up
ACPE AR report from January Board Meeting	Report was discussed. Factors within internal control are being addressed by appropriate parties and the administrative team is actively working with upper administration to address the other issues.	Continue to meet with upper administration to address issues
Student scheduling after failing a class	1 failed Endocrine; 3 failed Neuro. Question: Are there courses that should be offered in the summer? The students already have the remediation option. There is a great deal of work for little gain.	Not in favor of offering summer courses for students who did not progress.