

**West Virginia School of Osteopathic Medicine
Board of Governors – Regular Meeting
Friday, June 18, 2021
Location: John Manchin, II, D.O. Conference Center, Room #1
Clinical Evaluation Center**

DUE TO COVID-19 RESTRICTIONS, ONLY BOARD MEMBERS AND ESSENTIAL PERSONNEL WERE ALLOWED TO ATTEND THIS MEETING IN PERSON. THE PUBLIC WAS INVITED TO ATTEND VIA TELECONFERENCE.

I. Call to Order, Roll Call/Quorum, and Mission Statement

Meeting was called to order at 10:05 am by Board Chair, Steven Sarver. Roll call was taken by Board Secretary, Fred Earley. A quorum was present. The WVSOM mission statement was read by Board Vice Chair, Dr. Robert Holstein.

Members Present:

Steven Sarver, Chair	John Garlitz, D.O. (teleconference)
Robert Holstein, D.O., Vice Chair	Sherri Miller
J. Fred Earley, II, J.D., Secretary	Frederick Morgan, D.O. (teleconference)
Randall Belt, D.O.	Gary Poling, D.O.
Gregory Burton (teleconference)	
Aaron Byczynski (teleconference)	

Members Absent:

David Ramsey
Todd Smith, D.O.

Others in Attendance:

James W. Nemitz, Ph.D., President	Debbie Green, Scribe/Board Liaison
Jeffrey Shawver, J.D., General Counsel	

II. Introductions

There were no introductions.

III. Public Comment

There were no public comments.

IV. Approval of Minutes

It was moved and seconded (Earley/Belt) to approve the minutes of the May 7, 2021 regular meeting as presented. Motion Carried

V. Election of Officers

Chair Sarver presented a slate of officers for nomination for FY 2021-2022 as follows:

Chair, Dr. Robert Holstein
Vice Chair, Dr. Randall Belt
Secretary, Marlena Dunbar

No other nominations were made.

Chair Sarver called for a voice vote to elect the slate of officers nominated for FY 2021-2022 as presented. Motion Carried

VI. Agenda Order

No changes were made to the agenda order.

VII. Rules

No policies were presented.

VIII. Reports

A. Chair of the Board of Governors. Chair Sarver stated he appreciated the confidence the Board has had in him over the last two years since he has served as Board Chair. Chair Sarver stated he knows Dr. Holstein will do a fantastic job as Board of Governors Chair for WVSOM.

1. Committee Reports.

- a. Academic Committee. No other reports.
- b. Finance & Audit Committee. Mr. Burton stated he appreciated all of Mr. Sarver's hard work over the last two years during his service as Board Chair. Mr. Burton also offered congratulations to Dr. Holstein on his election as Board Chair.
- c. Institutional Policy Committee. No other reports.

B. President of WVSOM.

1. Administration.

- President's Update. President Nemitz echoed Mr. Burton's comments and thanked Chair Sarver for his service over the last two years as Chair. President Nemitz also thanked Mr. Earley for his service and congratulated the new officers, Dr. Holstein, Dr. Belt and Ms. Dunbar.
- COVID-19 Response.
 - Vaccines: Employees and current students have achieved community immunity (80% vaccinated); Administration is working with new first-year students prior to matriculation.
 - WVSOM will reopen to the public on June 21, 2021 and the Founder's Center will also be available for all constituency groups.
- Events.
 - White Coat Ceremony was May 21, 2021.
 - Graduation: An in-person ceremony was held on May 29, 2021 honoring 171 graduates.
 - Employee Celebration: The annual celebration honoring employees and retirees occurred on June 15, 2021.

- Orientation: Orientation for first-year students will begin on July 26, 2021. Orientation for second-year students will be on July 29, 2021.
- New State of West Virginia holiday.
 - Governor Justice issued an executive order declaring June 19, Juneteenth, an annual state holiday. WVSOM employees will be able to take this holiday as a floating holiday this year.
- New Vice President for Academic Affairs and Dean.
 - Linda Boyd, D.O. will begin employment at WVSOM on June 21, 2021 and will assume Dean responsibilities on July 1, 2021.
 - Dr. Boisvert will be under contract until the end of September 2021 during the transition.
 - Dr. Boisvert will be inducted into the West Virginia Health Care Hall of Fame on June 24, 2021.
- Construction projects.
 - Testing Center: Construction is on track.
 - Center for Rural and Community Health (CRCH) space renovation: Project has been completed and staff has moved into the space.
 - Greenspace project in front of the school: Project has been completed.
 - Roof project: Project will begin the summer of 2021.
- Admissions.
 - The Class of 2025 currently has 50 in-state students and 166 out-of-state students.
- Collaborations.
 - WVSOM is continuing to work with other institutions including Charleston Area Medical Center regarding a possible lease agreement of the Cheri Building for administrative offices and educational space for students as well as Boone Memorial Hospital regarding clinical rotations, graduate medical education and community outreach.
 - WVSOM has signed a pre-osteopathic program agreement with the University of Charleston and is exploring a pre-osteopathic program agreement with Alderson Broaddus.
 - WVSOM is also exploring collaboration with Concord University on 3-year programs.
- Reorganization.
 - Marketing and Communications is currently undergoing reorganization and a search is underway for a new Vice President for Marketing and Communications.
 - The WVSOM Foundation, WVSOM Alumni Association and the CRCH are being reorganized under the direction of Dr. Drema (Mace) Hill.
- WVSOM Alumni Association.
 - The virtual Summer Seminar was held June 10 – 13, 2021 and engaged 201 participants as compared to 117 participants in 2020.
- Faculty/Staff/Administration Achievements.
 - Biomedical Science Department: The department conducted the “Just Say Know” outreach program with 26 high school participants, 17 from West Virginia and the others from Pennsylvania, Ohio, Louisiana, Colorado, Maryland, Michigan and Virginia.

- Clinical Science Department: Dr. Chris Wood, new faculty member and WVSOM alumnus, will begin employment at the end of June.
- Osteopathic Principles & Practice (OPP) Department: Dr. David Beatty has retired; multiple OPP faculty are writing exam items for the National Board of Osteopathic Medical Examiners (NBOME) and recording Osteopathic Manipulative Medicine (OMM) techniques for the new Statewide Campus OPP curriculum.
- Publications.
 - Five faculty members and six students have published.
- Grants.
 - Dr. Shinichi Asano was awarded a West Virginia IDEa Network of Biomedical Research Excellence (WV-INBRE) equipment grant totaling \$40,000, to increase WVSOM's research infrastructure by providing funds for shared equipment and a muscle function testing system.
- Board of Governors term expirations.
 - President Nemitz thanked several BOG members for their years of service to WVSOM.
 - Dr. John Garlitz has served six years. Dr. Peter Ward is the new BOG faculty representative effective July 1, 2021.
 - Ms. Sherri Miller has served four years. Ms. Marlena Dunbar is the new BOG staff representative effective July 1, 2021.
 - Mr. Aaron Byczynski has served one year. Mr. Abdul Al-Halak is the new BOG student representative effective July 1, 2021.
 - Mr. Fred Earley was appointed in 2015, has served six years and is terming out on June 30, 2021.
 - Mr. Dave Ramsey was appointed in 2013, has served 8 years and is terming out on June 30, 2021.
 - Both Mr. Earley and Mr. Ramsey may continue to serve until new BOG members are appointed by Governor Justice, as allowed by state statute.
- BOG birthdays.
 - Mr. Earley will celebrate a birthday on July 8.

2. Finance.

- a. FY 2020-2021 Financial Update. Mr. Larry Ware presented the financial statement ending May 31, 2021. WVSOM continues to operate within its approved budget with no concerns at this time.
- b. Tuition Waivers. Mr. Ware reviewed the 2020-2021 academic year tuition waivers with the Board. In addition to graduate teaching assistant waivers, WVSOM offered admissions waivers totaling \$97,500. The admissions waivers are expected to double over the next year and is a valuable tool used by the Dean to attract potential in-state applicants. Discussion continued regarding funding tuition waivers.
- c. Facilities Master Plan Update. Mr. Ware reviewed the progress of the new 2021 – 2031 facilities master plan which is 75 – 100% complete on all components. Mr. Ware anticipates that two representatives from ZMM Architects & Engineers will be at the September 2021 BOG meeting to obtain final input from the Board.

IX. Board Items

- A. Approval of Proposed Meeting Schedule for 2021-2022. President Nemitz reviewed the list of proposed Board meeting dates for the upcoming year. The list included the following dates:

September 10, 2021
November 5, 2021
January 28, 2022 (Charleston)
March 25, 2022
May 6, 2022 (conference call)
June 17, 2022

It was moved and seconded (Holstein/Belt) to approve the proposed meeting schedule for 2021-2022 as presented.
Motion Carried

- B. Approval of Graduates. Dr. John Garlitz presented the list of graduates for approval who will successfully complete all requirements for graduation, have been approved by the Student Promotions Committee, and also approved by the faculty.

It was moved and seconded (Earley/Garlitz) to approve the graduates as presented.
Motion Carried

- C. Annual Report by Staff Chair. Joyce Martin, Staff Chair, provided the FY 2020-2021 report to the Board. Topics included: review of Staff Council members and the constituency groups they represent; accomplishments of staff; budget ending May 31, 2021; fundraisers; overview of tuition assistance provided to employees; donations and gifts; and staff goals for FY 2021-2022. Ms. Martin offered thanks to the Board of Governors, Dr. Nemitz, Jeffrey Shawver and Leslie Bicksler for their leadership, support and dedication to the entire WVSOM community over the past year.

President Nemitz thanked Ms. Martin for her dedicated service as Staff Chair.

The one-quarter hour Board education held today will be submitted to the West Virginia Higher Education Policy Commission toward training credit hours required for the Board of Governors.

- D. Statewide Campus Rotation Update. Dr. Arthur Rubin, Associate Dean for Predoctoral Clinical Education, presented to the Board changes to fourth-year student rotations due to the pandemic. The changes were initially instituted due to travel restrictions and lack of personal protective equipment. Dr. Rubin discussed the Coalition for Physician Accountability and the national organizations that are represented within the Coalition. The Coalition is responsible for the oversight, education and assessment of medical students and physicians throughout their medical careers. The Coalition updated guidelines for "away" rotations in April 2021 to include encouraging medical schools to limit approved "away" rotations in any specialty to one per learner per specialty and encouraging residency programs to take into consideration if a learner exceeded the one "away" rotation limit during the residency selection process. Dr. Rubin stated that every hospital in West Virginia with a residency program recognizes "home" status for WVSOM students except WVU-

Morgantown and WVU-Eastern. "Away" rotations are any rotations outside of West Virginia. Dr. Rubin stated that WVSOM has a form that students may use when applying to rotations letting any institution designate WVSOM student rotations with "home" status. Options are available for students to work around the new guidelines including rotating in a subspecialty in the same hospital and basing oneself outside of West Virginia for the fourth year. The restrictions limit fourth-year students in participating in audition rotations which has been highly utilized by osteopathic students in the past. Audition rotations allow students to be seen and assessed by residency programs. National osteopathic organizations and WVSOM are currently following the Coalition guidelines. Questions and discussion followed including discussion regarding WVSOM students being limited by certain hospitals in the State. Dr. Holstein asked if there was any recourse to file a complaint to the Coalition regarding in-state institutions that do not allow WVSOM students "home" status. Dr. Rubin stated there was no recourse because the Coalition gives each institution the ability to decide the "home" or "away" status for themselves. Dr. Poling stated he believes the changes are punitive since WVSOM is not affiliated with a hospital system. Discussion continued on whether the WVSOM Board Chair or Dean should draft a letter expressing concerns to the Coalition. After further discussion, it was decided the best plan of action would be to draft a letter to either the American Association of Colleges of Osteopathic Medicine (AACOM), the American Osteopathic Association (AOA), or the National Board of Osteopathic Medical Examiners (NBOME) since all of these osteopathic organizations are represented within the Coalition.

During Information Gathering (Item XIII.), Dr. Morgan suggested official Board action be taken to try to get an exception for "away" rotations. Dr. Holstein stated he would be happy to draft letters as incoming Chair to AACOM, AOA & NBOME, which are represented on the Coalition, and also recruit WVSOM Alumni to get involved in writing letters to these organizations.

It was moved and seconded (Poling/Morgan) to approve that Dr. Holstein would coordinate with Drs. Rubin, Boyd, Nemitz and Mr. Shawver to draft letters to AACOM, AOA & NBOME requesting an exception for "away" rotations for WVSOM students as discussed.

Motion Carried

- E. WVSOM Foundation Update. Dr. Drema (Mace) Hill, Vice President for Community Engagement & Development, provided an update to the Board regarding the reorganization of the WVSOM Foundation and Alumni Association administration. Dr. Hill also reviewed the WVSOM Foundation accomplishments and future goals. Questions and discussion followed. Dr. Hill stated the WVSOM Foundation fundraising goal for 2022 is one million dollars and she is currently exploring individual and team incentives to encourage fundraising.

The one-half hour Board education held today will be submitted to the West Virginia Higher Education Policy Commission toward training credit hours required for the Board of Governors.

- F. New Programs Update. Dr. Edward Bridges, Vice President for Administration & External Relations, provided an update to the Board on new programs. Dr. Bridges stated the institution is currently using a five-step approach for developing a Postbaccalaureate

Premedical Program. Dr. Bridges reviewed the institutional planning timeline, academic planning timeline, tuition rates for comparable programs and a projected budget. Tentatively, enrollment for the first class would begin in 2024 with a graduation date in 2025. Questions and discussion followed.

The one-half hour Board education held today will be submitted to the West Virginia Higher Education Policy Commission toward training credit hours required for the Board of Governors.

X. Board Education

A. The Match. Dr. Victoria Shuman, Associate Dean for Graduate Medical Education, provided a presentation to the Board on the WVSOM 2021 Match. WVSOM had a 97% match rate for 2021. Dr. Shuman reviewed how students obtain residency placement, National Resident Matching Program data, WVSOM data and West Virginia residency locations. Questions and discussion followed. Dr. Shuman stated her office will continue to work with the six students who failed to match to find placement for them.

The one-half hour Board education held today will be submitted to the West Virginia Higher Education Policy Commission toward training credit hours required for the Board of Governors.

XI. Possible Executive Session – State Code §6-9A-4(12) Attorney/Client Privilege; State Code §6-9A-4(b)(2) Personnel; and State Code §6-9A-4(b)(9) Real Property

No executive session was held.

XII. Actions Emanating from Executive Session

No executive session was held.

XIII. Information Gathering

Discussed under Statewide Campus Rotation Update (Item IX.D).

Dr. Morgan also discussed current practices of the WVSOM Admissions department and felt that applicants who have a recommendation letter from WVSOM alumni should be granted an interview as a courtesy. Discussion followed that some alumni feel ignored by Admissions. Chair Sarver requested that the Director of Admissions give a report at the September 2021 Board of Governors meeting to discuss current admissions processes if incoming Board Chair, Dr. Holstein, approves.

XIV. Next Meeting Date

The next scheduled Board meeting will be held Friday, September 10, 2021 in the John Manchin, II, D.O. Conference Center, Room #1, located in the Clinical Evaluation Center on the campus of WVSOM.

XV. Adjournment

It was moved and seconded (Earley, Belt) to adjourn. The motion carried and the Board meeting adjourned at 1:17 pm.

Approved on September 10, 2021



Marlana R. Dunbar

Secretary

/dg