

West Virginia School of Osteopathic Medicine-Board of Governors
Institutional Policy Committee
Friday, September 10, 2021 – 9:00 a.m.
Location: Room #4, John Manchin, II, DO Conference Center
Clinical Evaluation Center

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

Committee Members Present

Randall Belt, D.O., Chair
Todd Smith, D.O. (telephonically)
Tom Cole
Marly Dunbar

Guests Present

Jeffrey Shawver, J.D.
Edward Bridges, Ph.D. (telephonically)

I. Call to Order/Roll Call

The Institutional Policy Committee was called to order by Chair, Dr. Randall Belt, at 9:04 a.m. Roll call was taken and a quorum was present.

II. Approval of Minutes

a. November 6, 2020

There was no meeting of the Institutional Policy Committee on January 22, 2021, March 26, 2021, May 7, 2021, or June 18, 2021. Therefore, the approval of the November 6, 2020 minutes was before the committee at this meeting. It was moved by Marly Dunbar, and seconded by Tom Cole, to approve the minutes of the Institutional Policy Committee meeting held on November 6, 2020.

Motion Carried Unanimously.

III. Committee Items

a) Institutional Policy GA-01: Governance and Administration (*revised*)

Jeffrey Shawver, Vice President for Legal & Governmental Affairs and General Counsel, presented to the Committee Institutional Policy GA-01: Governance and Administration as revised. Mr. Shawver stated that the policy revisions were in response to AOA/COCA accreditation standards. The policy before the committee was circulated for the required 30-day comment period. No comments were received.

It was moved by Tom Cole, and seconded by Marly Dunbar, to approve the revised Institutional Policy GA-01: Governance and Administration and to present the revised policy to the Board of Governors for approval.

Motion Carried Unanimously.

- b) Institutional Policy GA-07: Role of the VP for Academic Affairs and Dean (*repealed*)

Jeffrey Shawver, Vice President for Legal & Governmental Affairs and General Counsel, presented to the Committee Institutional Policy GA-07: Role of the VP for Academic Affairs and Dean as revised. Mr. Shawver stated that this policy was also in response to AOA/COCA accreditation standards and that the information contained therein would be transferred to the Employee Handbook. The policy before the committee to be repealed was circulated for the required 30-day comment period. No comments were received.

It was moved by Marly Dunbar, and seconded by Tom Cole, to repeal Institutional Policy GA-07: Role of the VP for Academic Affairs and Dean and to present the policy to the Board of Governors for repeal.

Motion Carried Unanimously.

- c) Institutional Policy PE-04: Recruitment and Hiring (*repealed*)

Jeffrey Shawver, Vice President for Legal & Governmental Affairs and General Counsel, presented to the Committee Institutional Policy PE-04: Recruitment and Hiring, to be repealed. Mr. Shawver stated that this policy was no longer needed because it conflicts with Institutional Policy PE-01 for employees, which was passed based on WVSOM's exempt status from WV HEPC. The policy before the committee was circulated for the required 30-day comment period. No comments were received. Tom Cole asked for clarification on the history on WVSOM's exempt status and Mr. Shawver provided the information to Mr. Cole.

It was moved by Tom Cole, and seconded by Marly Dunbar, to repeal Institutional Policy PE-04: Recruitment and Hiring and to present the policy to the Board of Governors for repeal.

Motion Carried Unanimously.

- d) Hear reports from School's administration, gather information and prepare recommendations to full Board upon request of the Chair.

There were no reports to present and no information needed to be gathered.

IV. Next Meeting Date

The next regularly scheduled Institutional Policy Committee meeting will be held on Friday, November 5, 2021, with a location that will be determined at a later date and will be provided to Committee members accordingly.

V. **Adjournment**

It was moved by Marly Dunbar, and seconded by Tom Cole, to adjourn. The motion carried unanimously and the Institutional Policy Committee adjourned at 9:13 a.m.

Approved on November 5, 2021.



Dr. Randall Belt, Chair