

**West Virginia School of Osteopathic Medicine  
Board of Governors – Regular Meeting  
Friday, November 4, 2022  
Location: Roland P. Sharp Alumni Conference  
Center Boardroom**

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

The meeting was called to order at 10:06 am by Board Chair, Dr. Robert Holstein. Roll call was taken by Board Secretary, Marlena Dunbar. A quorum was present. The WVSOM mission statement was read by Board Vice Chair, Dr. Randall Belt.

**Members Present:**

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|--------------------------------|---|
| Robert Holstein, D.O., Chair   | Michael Muscari, D.O.                               |
| Randall Belt, D.O., Vice Chair | Gary Poling, D.O.                                   |
| Marlena Dunbar, Secretary      | Steven Sarver (teleconference)                      |
| Thomas Cole                    | Todd Smith, D.O. (teleconference – joined at 10:09) |
| Oliva Giambra (teleconference) | Peter Ward, Ph.D.                                   |
| Sharon Hall                    |   |

**Members Absent:**

Frederick Morgan, D.O.

**Others in Attendance:**

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

**II. Introductions**

President Nemitz introduced Timothy Garrow, Ph.D., WVSOM's new Associate Dean for the Graduate Program in Biomedical Sciences.

**III. Public Comment**

Dwight Bundy, D.O., Associate Professor for the Department of Clinical Science, addressed the Board regarding his views of the admissions process and the focus on West Virginia applicants. Dr. Bundy stated he has a deep love for West Virginia and has served on the West Virginia National Guard. Dr. Bundy has also served on the Admissions Committee at WVSOM for many years and his goal is to admit high quality applicants who are able to successfully complete the curriculum and become practicing physicians. Dr. Bundy finished by stating that WVSOM has an excellent Admissions Committee who searches for good, qualified West Virginia applicants.

**IV. Approval of Minutes**

It was moved and seconded (Hall/Ward) to approve the minutes of the September 9, 2022 regular meeting as presented. Motion Carried

**V. Agenda Order**

No changes were made to the agenda order.

**VI. Rules**

- A. E-23: Promotion Requirement National Board Examination Passage of COMLEX (revised). Dr. Ward, Chair of the Academic Committee, reported the committee reviewed the proposed policy revisions and recommended the revised policy to the full Board for approval.

It was moved and seconded (Belt/Ward) to adopt the revisions of E-23: Promotion Requirement National Board Examination Passage of COMLEX as presented. No questions or discussion. Motion Carried

- B. E-26: Leave of Absence (revised). Dr. Ward reported the Academic Committee reviewed the proposed policy revisions and recommended the revised policy to the full Board for approval.

It was moved and seconded (Hall/Ward) to adopt the revisions of E-26: Leave of Absence as presented. No questions or discussion. Motion Carried

- C. E-27: Graduation Requirements (revised). Dr. Ward reported the Academic Committee reviewed the proposed policy revisions and recommended the revised policy to the full Board for approval.

It was moved and seconded (Dunbar/Belt) to adopt the revisions of E-27: Graduation Requirements as presented. No questions or discussion. Motion Carried

- D. F-07: Tuition and Fee Waivers (repealed). Ms. Hall, Chair of the Finance & Audit Committee, reported the committee reviewed the policy to be repealed and recommended the repeal to the full Board as presented.

It was moved and seconded (Ward/Dunbar) to repeal F-07: Tuition and Fee Waivers as presented. No questions or discussion. Motion Carried

- E. GA-15: Safety and Security (new). Dr. Belt, Chair of the Institutional Policy Committee, reported the committee reviewed the proposed new policy and recommended the new policy to the full Board for approval.

It was moved and seconded (Hall/Ward) to adopt the new policy GA-15: Safety and Security as presented. No questions or discussion. Motion Carried

- F. PE-03: Institutional Holidays and Employee Leave (revised). Dr. Belt reported the committee reviewed the proposed policy revisions and recommended the revised policy to the full Board for approval.

It was moved and seconded (Ward/Belt) to adopt the revisions of PE-03: Institutional Holidays and Employee Leave as presented. No questions or discussion. Motion Carried

**VII. Reports****A. Chair of the Board of Governors. No report.****1. Committee Reports.**

- a. Academic Committee. Dr. Ward stated the Academic Committee approved the academic policy revisions of E-23, E-26 and E-27 and discussed the admissions process as well as the metrics used in evaluating in-state and out-of-state applicants. The committee discussed ways of improving the intake and retention of in-state students. The committee plans to continue the discussion on admissions at the January 26, 2023 Academic Committee meeting.
- b. Finance & Audit Committee. Ms. Hall stated the Finance & Audit Committee discussed the financial update which will be presented to the full Board by Mr. Larry Ware, Vice President for Finance & Facilities. The committee also received an update on tuition waivers presented by Mr. Ware. Ms. Hall stated admission tuition waivers have increased per the directive of the Board of Governors decision at the January 27, 2022 Board meeting. The Finance & Audit Committee will continue to monitor tuition waivers and bring reports to the full Board as needed moving forward. The committee also discussed the repeal of F-07: Tuition and Fee Waivers for Health Sciences and Technology Academy (HSTA) participants. Finally, Ms. Hall stated the annual audit has been completed with no findings per Mr. Ware and the report will be presented to the full Board at the January 26, 2023 Board of Governors meeting.
- c. Institutional Policy Committee. Dr. Belt stated the Institutional Policy Committee discussed and approved the new policy GA-15 and the policy revisions for PE-03.

**B. President of WVSOM.****1. Administration.**

- a. President's Update. President Nemitz provided an update on the following topics. The full report was placed in the Board's OneDrive account.
  - Legislature/Higher Education. President Nemitz stated WVSOM continues to work with higher education institutions throughout West Virginia to develop pipeline admissions programs which offer guaranteed admission to WVSOM. Since the September 9, 2022 Board meeting, a Memorandum of Understanding (MOU) has been signed with West Virginia State University on September 13, 2022. An MOU signing is scheduled on November 9, 2022 with Bethany College and WVSOM is also working with Bluefield State University to develop a pipeline admissions program. At the request of Chair Holstein and other Board members, admissions-related MOUs have been placed in the Board's OneDrive account for review. WVSOM Administration has had direct communication with Governor Justice about funds for the research addition and is hopeful to continue the discussion with the Governor on the project.
  - Center for Rural and Community Health (CRCH). Dr. Drema Hill, Vice President for Community Engagement and Development, was recently named to the West Virginia Health Care Hall of Fame. Under the leadership of Dr. Hill, the CRCH continues to be awarded grant funds to grow new programs. The CRCH has been heavily involved in programs to prevent, treat, and help those in recovery as a result of the opioid epidemic. Dr. Hill continues to work in the Attorney General's office on the opioid settlement fund distribution.

- Research and Sponsored Programs. President Nemitz stated Dr. Rebecca Scopa-Kelso, Faculty Council Chair, will provide details on faculty research efforts during the Faculty Update presentation. The Research Office assists faculty and staff with grant application submission and ensures compliance.
  - Marketing and Communications. President Nemitz commended Ms. Linda Arnold, Interim Vice President for Integrated Marketing and Chief Communications Officer, and her team for raising WVSOM's visibility in West Virginia via newspaper, magazine, television and radio coverage. The Marketing Department is also exploring ways to promote WVSOM nationally. President Nemitz stated there is continued focus on social media campaigns. Finally, Marketing has created a 50<sup>th</sup> Anniversary Legacy Memory Book which will be available via download or hard copy on Founder's Day, December 12, 2022.
  - Audio Visual and Production (AVP). The AVP team has produced a 50<sup>th</sup> Anniversary video which will debut at the "Cheers to 50 Years" Luncheon following today's Board meeting.
  - Marketing/AVP/Admissions. The Marketing and AVP Departments are assisting Admissions with campaigns to attract high quality West Virginia applicants. Efforts include: a campaign regarding available tuition waivers with messaging and materials to reach students directly with a focus initially on WVSOM's pipeline schools; social media campaign on a variety of platforms which now includes TikTok and a dedicated videographer; and website enhancements to include digital marketing.
  - WVSOM Building Projects. The Testing Center continues to move forward; however, supply chain issues have caused delays.
  - Faculty Highlights. Dr. Scopa-Kelso will give a detailed report on faculty accomplishments in her report.
  - Staff Highlights. Halloween events were enjoyed by the campus community and on November 19, 2022, WVSOM Staff will hold a local arts and craft expo in the Alumni Center. The Staff events committee has started working on details for upcoming holiday events.
  - Student Highlights. Student clubs have been involved in numerous service activities.
  - WVSOM Events. President Nemitz reviewed events that have occurred since the September 9, 2022 Board meeting. The 50<sup>th</sup> Anniversary events are coming to an end. It has been a busy year celebrating WVSOM's accomplishments.
  - State and National Events. President Nemitz has had multiple speaking opportunities which include presentations to Rotary Clubs in Lewisburg, Charleston and Bluefield.
  - Future Events. In addition to the full listing of future events that was placed in the Board's OneDrive account, President Nemitz encouraged Board members to attend the first WVSOM Founder's Day on December 12, 2022 which will be the final 50<sup>th</sup> Anniversary event in which a WVSOM time capsule will be buried.
  - BOG Member Birthdays: The following Board member birthdays were recognized: Dr. Ward and Ms. Dunbar.
- i. Fundraising Update. President Nemitz reviewed the October 2022 Fundraising Update that was placed in the Board's OneDrive account. Fundraising efforts for the 50<sup>th</sup> Anniversary Jubilee have been outstanding. Jubilee sponsorships and tickets have grossed over \$218,000. In November and December, the

WVSOM Foundation will roll out its annual end-of-the-year campaign as well as targeted planned giving mailing. President Nemitz reported that Andrew Ickes, Development Director, was hired back at Virginia Tech, his alma mater, and WVSOM is currently seeking a new Development Director.

2. Finance.

FY 2022-2023 Financial Update. Mr. Larry Ware presented the financial statement ending September 30, 2022. The budget benchmark as of that date was 25%. Actual revenues totaled \$21,603,984 which is 43% of budget. Operating expenses totaled \$11,897,084 which is 22% of budget for the quarter. The estimated uncommitted balance as of June 30, 2023 is \$65,509,475.

WVSOM continues to operate within its approved budget with no concerns at this time.

**VIII. Board Items**

A. Faculty Update. Dr. Rebecca Scopa-Kelso presented a faculty update for academic year 2021-2022. The update included:

- An overview of WVSOM faculty members.
- Years 1 & 2 teaching and curricular changes. Faculty have continued to make changes to the first and second-year curriculum to reduce redundancy and provide open time for students. Faculty are working to completely update and reorganize the first and second-year curriculum.
- A summary of 2021-2022 research and research grants.
- A highlight of the Exercise is Medicine program.
- An overview of the inaugural WVSOM pediatric continuing medical education hybrid conference. Participants were mostly primary care providers which included 35 in-person and 59 virtual attendees.
- A faculty highlight of The State Journal "Generation Next: 40 Under 40" honoree, Crystal Boudreaux, Ph.D., and other faculty accomplishments.
- An overview of faculty initiatives for the upcoming 2022-2023 academic year.

Questions and discussion followed. President Nemitz commended the faculty on their primary focus of education but also applauded their emphasis on research, scholarly activity and service to WVSOM and the community. Ms. Hall echoed President Nemitz's comments. Ms. Hall asked Administration to explain how WVSOM measures the satisfaction of faculty. President Nemitz stated he works with Dean Boyd who supervises all faculty members. The Dean is active in meeting with faculty to address any concerns they might have. President Nemitz stated retaining faculty is a high priority at WVSOM. Dr. Ward stated the culture at WVSOM tends to be a "yes" culture which assists faculty members in exploring their passion, whether it may be teaching, research, etc. Dr. Scopa Kelso stated faculty morale issues are being addressed with Administration. Ms. Hall suggested the topic of faculty morale is an important topic the Board of Governors should be aware of and requested periodic presentations in the future.

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

- B. Admissions Discussion. Dr. Linda Boyd, Vice President for Academic Affairs & Dean, and Mr. Ronnie Collins, Director of Admissions, presented to the Academic Committee earlier today and opened the floor for any questions or discussion. Topics discussed included:
- The template used for WVSOM MOUs. Mr. Collins stated the Pre-Osteopathic Medical Program guaranteed admissions program MOUs are standard for each school but the West Virginia “Go D.O.” Program MOU is more specific in nature with different language. President Nemitz stated many MOUs are tailored specifically to the collaborative efforts agreed upon by both institutions.
  - The requirements for opening an osteopathic medical school and residency shortage. Dean Boyd stated an institution must meet the requirements of accreditation in order to open a medical school including ensuring adequate clinical training sites and faculty are available, and qualified administrative personnel are established, etc. Osteopathic schools depend on affiliated hospitals for residency programs; however, in 1996 the federal government froze funding for increased graduate medical education programs and hospitals who had established residency programs in 1996 and are unable to expand their programs. Currently, there are more residency spots in the United States than there are American medical school graduates; however, Caribbean and international medical school graduates are allowed to participate in the Match and they take spots to the disadvantage of American osteopathic and allopathic graduates. Medical schools are required to increase graduate medical education spots but not at a 1:1 ratio so extra capacity for graduate medical education is diminishing as medical schools increase. Ms. Hall stated it is a national dilemma that needs attention over the next few years.
  - COMLEX scores. Discussion of COMLEX scores followed. Dean Boyd stated because of the residency squeeze, many residency programs will not accept students with multiple Board failures because they do not want to take a chance on a student who is more likely to fail their board certification exam. Medical schools are required to publish their first time pass rate. In addition, Ms. Hall stated the first-time board passage rate metric is monitored by accrediting bodies. Dr. Ward stated faculty members are stuck both trying to teach students the curriculum but also how to pass standardized exams. Dr. Boyd confirmed the data trend shows if a student is weak on standardized exams upon admittance to medical school then it will typically be a persistent weakness. Dr. Poling requested the number of in-state and out-of-state WVSOM students that failed their boards initially but who were never able to successfully pass the COMLEX exam.
  - Additional admissions issues. Ms. Hall stated the Board of Governors needs to be on top of the issues discussed and she asked Administration to consider possibly updating the strategic plan accordingly. She also suggested exploring ways to utilize clinical partners more to move this agenda forward. Dr. Ward stated he would like the Academic Committee to continue to look at short and long-term approaches to improve and increase the applicant pool. Ms. Hall stated national data shows if a student attends medical school and then a residency program in the same state, there is a 74% chance they will practice in the same state and still be practicing there five years later. Discussion continued regarding ways to assist rural hospitals to develop graduate medical programs, including the possible use of consortiums. Ways to offer tuition waivers to secure top West Virginia applicants was discussed.

#### **IX. Information Gathering**

Dr. Poling requested the Admissions Discussion be placed on the agenda of the January 26, 2023 Board meeting in case further discussion is needed at that time.


**X. Next Meeting Date**

The next scheduled Board meeting will be held Thursday, January 26, 2023, at Embassy Suites in Charleston, WV. Chair Holstein proposed the committee meetings begin at 1:00 pm and the regular Board meeting begin at 2:00 pm. There were no objections from the Board.

**XI. Adjournment**

It was moved and seconded (Muscari/Belt) to adjourn. The motion carried and the Board meeting adjourned at 11:40 am.

Approved on January 26, 2023

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Marlena R. Dunbar  
Secretary  
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