

**West Virginia School of Osteopathic Medicine
Board of Governors – Regular Meeting
Friday, March 25, 2022
Location: John Manchin, II, D.O. Conference Center, Room #2
Clinical Evaluation Center**

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

Meeting was called to order at 10:02 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:

Robert Holstein, D.O., Chair	Frederick Morgan, D.O. (teleconference)
Randall Belt, D.O., Vice Chair	Gary Poling, D.O.
Marlena Dunbar, Secretary	Steven Sarver
Abdulrahman Al Halak	Todd Smith, D.O. (teleconference)
Thomas Cole	Peter Ward, Ph.D.
Sharon Hall	

Members Absent:

Gregory Burton

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 (Ward/Poling) to approve the minutes of the January 27, 2022 regular meeting as presented. Motion Carried

V. Agenda Order

No changes were made to the agenda order.

VI. Rules

A. GA-20: Graduation Dates (revised). Dr. Belt, Chair of the Institutional Policy Committee, reported the committee reviewed the proposed policy revisions, including additional revisions from the General Counsel’s Office for clarification and consistency which was shown in redline and highlighted yellow, and recommended the revised policy to the full Board for approval.

It was moved and seconded (Cole/Ward) to approve Institutional Policy GA-20: Graduation Dates as revised. Motion Carried

President Nemitz stated there is a current trend for residency programs to begin orientation earlier in the calendar year. The approval of revised Institutional Policy GA-20 will allow WVSOM to move graduation earlier in May so graduates can attend graduation and allow them time to report for residency programs.

VII. Reports

- A. Chair of the Board of Governors. Chair Holstein and President Nemitz will be traveling to alumni events in Florida immediately following the Board meeting today. The alumni events are in conjunction with the American Academy of Osteopathy.

Chair Holstein pointed out the recent article that was in the Sunday paper of the Charleston Gazette Mail which highlighted the innovative virtual reality technology utilized by WVSOM in training osteopathic medical students. Chair Holstein stated WVSOM is on the cutting edge of osteopathic medical education and he thanked Linda Arnold who was instrumental in getting WVSOM recognized in the Charleston Gazette.

1. Committee Reports.

- a. Academic Committee. Dr. Ward, Chair of the Academic Committee, stated the committee met to discuss the approval of David Beatty, D.O. to Professor Emeritus status. Dr. Ward stated the committee also received an update on a variety of academic issues from Dr. Linda Boyd, Vice President for Academic Affairs and Dean, which will be addressed with the full Board later in the meeting.
- b. Finance & Audit Committee. Chair Holstein stated Mr. Burton, Chair of the Finance & Audit Committee, and the other committee members met for discussion prior to the regular Board meeting. During the committee meeting the following topics were discussed: FY 2021-2022 financial update, FY 2022-2023 budget and resolutions with recommendation for approval to the full Board, and metrics for tracking the recently approved tuition discounting program.
- c. Institutional Policy Committee. Dr. Belt stated the Institutional Policy Committee met to discuss revised Institutional Policy GA-20. No other items were discussed.

B. President of WVSOM.

1. Administration.

- a. President's Update. President Nemitz stated his full report was placed in the Board's OneDrive account and he provided a verbal update on the following topics:
 - COVID-19 Response. WVSOM has returned to more in-person events on campus.
 - Legislature/Higher Education. President Nemitz stated Jeffrey Shawver and the governmental relations team at WVSOM worked diligently to obtain additional dollars for the institution's allocation during the legislative session. Unfortunately, no higher education institutions in West Virginia received additional funds except for a modest increase in the budget to help offset the salary increase mandated by the State for employees. Administration was hopeful Senate Bill 533 would provide an opportunity for additional funds for WVSOM; however, the bill was budget neutral for the institution at the end of the regular legislative session. WVSOM is anticipating a special session of the

legislature in which dollars may be allocated to higher education although specific details are unknown at this time.

- Graduate Medical Education. WVSOM had a very successful residency match rate of 98.5% for the Class of 2022 based on the information provided by Dr. Abigail Frank, Assistant Dean for Graduate Medical Education. Detailed information and statistics regarding WVSOM's match rate are included on the President's Update report which is located in the Board's OneDrive account. President Nemitz commended Dr. Boyd, Dr. Frank and the rest of the GME team for their dedication during the match process.
- Graduation. WVSOM is planning for an in-person graduation. The keynote speaker for the event will be Dr. Barbara Ross-Lee, D.O., a nationally prominent osteopathic medical leader. Board members were invited to attend graduation and all upcoming WVSOM events.
- New Programs Update. WVSOM is on track to welcome the first class in 2024. Interviews are ongoing for the Associate Dean of Graduate Studies who will oversee and develop the new program.
- Foundation/Fundraising Update: The Fundraising and Development Update is in the Board's OneDrive account and President Nemitz reviewed the document with the full Board. President Nemitz also distributed a fundraising packet to each Board member which is a tool used to introduce potential donors to the variety of ways they can support WVSOM.
- Center for Rural and Community Health. President Nemitz stated the CRCH continues to attract grant dollars and provide programming that is important for the community. Across the State of West Virginia, a lot of effort is being directed to address the opioid epidemic and WVSOM has been at the forefront by providing ways to prevent, treat and assist recovering individuals who have substance use disorder. Millions of dollars in opioid settlement funds will be coming into the State and distributed through the Attorney General's office. Dr. Drema Hill, Vice President for Community Engagement & Development, created the plan for the distribution of opioid settlement funds to West Virginia. Medical schools in the State will receive a distribution of the funds, and WVSOM is pleased to be involved in combatting the opioid epidemic in the State at a very high level.
- Marketing and Communications. President Nemitz stated the article recently published in the Charleston Gazette Mail which detailed the virtual reality learning tools used at WVSOM is significant. President Nemitz thanked Linda Arnold and the Marketing Department for their work on the project. Marketing materials, including the recently published Annual Report and Legislative Booklet, were distributed to Board members. The Legislative Booklet details allocation information to the three medical schools as well as enrollment, tuition and outcomes. WVSOM leads in all three categories that are measured by the State of West Virginia. Categories include the number of physicians in practice in the State, the number of physicians in primary care practice in the State, and the number of physicians in rural practice in the State.
- Research and Sponsored Programs. WVSOM has been named a silver campus for its efforts to create a culture of wellness by the Exercise is Medicine program. WVSOM is one of only 156 schools recognized this year in the United States. Grants submitted by faculty and awarded are detailed in the report in OneDrive.

- Students. Students on campus have returned to enjoying club social and fundraising events. Students have also logged over 9,000 TOUCH hours of community service despite COVID restrictions. The Student Government Association sponsored PrOMM night for the first and second-year students which was a very enjoyable event for the students and campus community.
- Events. WVSOM kicked off its 50th Anniversary Celebration in Charleston on March 10, 2022. The next 50th Anniversary Celebration will be held in Princeton at the Chuck Mathena Center on April 5, 2022. President Nemitz encouraged Board members from that area to attend and to invite their friends. The Spring Awards Ceremony will be held on campus on April 8, 2022 and over \$465,000 in scholarships will be distributed at that time to first, second and third-year students. Scholarships for graduates will occur the day prior to graduation. WVSOM's AOA COCA evaluation site visit is scheduled for September 21 – 23, 2022.
- BOG Member Birthday. Dr. Todd Smith's birthday was celebrated.

Questions and discussion followed.

2. Finance.

FY 2021-2022 Financial Update. Mr. Larry Ware, Vice President for Finance & Facilities, presented the financial statement ending February 28, 2022. The benchmark for usage of the budget is approximately 66%. Actual revenues to date totaled \$43,883,345 which is 92% of the budget. State appropriations arrive quarterly and additional monies will be received from the State. Actual expenditures to date are \$29,210,415 which is 57% of budgeted. Mr. Ware stated that many of WVSOM's expenses are front loaded for the academic year including association dues, insurance, etc. The estimated uncommitted reserve balance as of June 30, 2022 is \$67,552,871. WVSOM continues to operate within its approved budget with no concerns at this time.

VIII. Board Items

- A. Approval of Budget FY 2022-2023. Mr. Ware presented the draft FY 2022-2023 budget proposal to the full Board at the January 27, 2022 meeting. The revised budget dated March 25, 2022 was prepared and placed in the Board's OneDrive account for review. The revised budget reflects the salary change mandated by the State of West Virginia in the legislative session equivalent of \$2,540 per employee plus related benefits. Certain line items in the revised budget were adjusted to absorb the \$500,000 in additional salary costs.

Mr. Ware is seeking approval of the following three resolutions for the FY 2022-2023 budget:

1. Resolution to approve the Proposed FY 2023 Budget.
2. Resolution to provide 1.5% salary increase to all WVSOM employees, including the president, employed as of June 30, 2022, with an effective date of July 2, 2022; or as mandated by the State of West Virginia, whichever is the greatest benefit to the employee.
3. Resolution to provide equity adjustments as identified by Human Resources and approved by the president.

It was moved and seconded (Holstein [on behalf of the Finance & Audit Committee]/Hall) to approve the three budget resolutions as presented, including approval of the proposed Budget FY 2022-2023.
Motion Carried

- B. Approval of Professor Emeriti Status – David Beatty, D.O. Dr. Linda Boyd, Vice President for Academic Affairs & Dean, reported that David Beatty, D.O. served as a long-time faculty member at WVSOM and recently retired. Dr. Beatty currently works for WVSOM as a part-time OMM table trainer. During his tenure at WVSOM, Dr. Beatty authored several OMM books that are nationally known. Dr. Beatty was unanimously approved by the faculty to receive Professor Emeritus status.

It was moved and seconded (Hall/Belt) to grant Professor Emeritus status to David Beatty, D.O.
Motion Carried

- C. Update on Faculty Recruitment/Retention & Availability. At the request of Ms. Hall at the November 5, 2021 Board meeting, Dr. Boyd and Ms. Leslie Bicksler, Vice President for Human Resources, updated the Board on Faculty Recruitment/Retention & Availability. The Board members were provided with several documents in the OneDrive account including an overview of the faculty retention and turnover rate, a listing of all current faculty members and their credentials, and current recruitment searches and recent hires. The overall faculty turnover rate for the last 3 years has been under 8% which is WVSOM's CQI benchmark.

Ms. Hall asked about the availability of clinical faculty to teach third and fourth-year students and what challenges are faced. Dr. Boyd stated this specific report did not include statistics regarding volunteer faculty or faculty that accept part-time payment as preceptors. Dr. Boyd stated WVSOM is required by its accrediting body to have 110% of clinical faculty versus the number of students and WVSOM is well over 110%. Dr. Boyd stated WVSOM watches current national trends in medicine such as hospital conglomeration and employed physicians and the impact those trends have on providing adequate capacity of clinical faculty.

Dr. Ward reported to the Board that WVSOM faculty is currently having significant morale issues. Faculty have concerns regarding the promotion and tenure process and would like clarification regarding expectations of Administration. Dr. Boyd explained the current promotion and tenure process utilized by WVSOM to the Board. Dr. Boyd stated the faculty meet with their department chair twice a year and the Dean once a year to review progress. The promotion and tenure committee has a plan to review the promotion and tenure guidelines and make revisions if needed.

Dr. Ward stated another concern for some WVSOM faculty members is they were told during the hiring process that time served at other institutions "may" be counted toward their tenure at WVSOM. However, during the promotion and tenure process, faculty were told that time served at other institutions would not count toward promotion and tenure at WVSOM. Dr. Boyd stated that prior time at other institutions is considered and the option of early tenure is allowed at WVSOM. The criteria for early tenure at WVSOM have three components in which faculty must demonstrate exemplary progress: research, service and teaching. Dr. Boyd stated that tenure is never granted solely on the basis of time served but is granted on meeting tenure qualifications.

Dr. Ward stated he believes the faculty view WVSOM as a unique, vibrant and very supportive environment and the faculty want to ensure that WVSOM maintains that atmosphere.

Extensive discussion followed regarding the promotion and tenure process and ways to improve faculty morale.

IX. 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.

X. Actions Emanating from Executive Session

No executive session was held.

XI. Information Gathering

Dr. Poling requested an update on new programs at the June 17, 2022 Board meeting.

XII. Next Meeting Date

The next scheduled Board meeting will be held Friday, May 6, 2022, at 10:00 am via conference call.

XIII. Adjournment

It was moved and seconded (Ward/Cole) to adjourn. The motion carried and the Board meeting adjourned at 11:19 am.

Approved on May 6, 2022

Marlena R. Dunbar

Marlena R. Dunbar

Secretary

/dg