

**Members Present:** Drs. Matthew Geneser (Chair), Trishul Allareddy, Gustavo Avila Ortiz, Jennifer Hartshorn, Anne E. Williamson, Sandra Guzman-Armstrong, Ryan W. Hill, Julie A. Holloway, Rodrigo Rocha Maia, Sherry R. Timmons, John Warren, Ms. Joan Welsh-Grabin and Ms. Michelle Krupp

**Absent:** Drs. Kecia Leary, Thomas Southard, Steven Fletcher, Brad Amendt and Lily T. Garcia

**Guest(s):** N/A

Meeting called to order 12:08 p.m.

I. **Approval of May 22, 2017 Minutes** – Dr. Matthew Geneser  
**Motion:** approve the minutes. **Motion approved.**

II. **Grading Instructions for Certificate Courses – Follow-up pending** – Dr. Anne Williamson  
The topic of grading instructions for certificate courses was brought to the committee for discussion. There is concern regarding inconsistency when assigning grades in clinical courses. Due to accreditation being around the corner, there will be no major changes until after the site visit in September 2018. There will be some investigation regarding what would be involved in aligning the advanced education programs in certificate course grading. Additional comments as follows:

- A proposed change was discussed to replace Pass/Fail with Satisfactory/Unsatisfactory. The changes are postponed prior to making official changes at the registrar office.
- If the student is earning credit for a course, a letter grade must be entered for their GPA.
- If the student is not in a M.S. program, only in a certificate program, then must register noncredit hours.
- The committee wanted to know if a resident that has unsatisfactory progress, can the resident be dismissed, leave the program. There will be additional work to seek resolution, to answer questions from the program directors regarding this topic.
- A few clinical grading strategies were shared to include: daily grade sheets and conducting reviews with each student every 6 months.

III. **Advanced Ed – Syllabus Template** – Ms. Michelle Krupp  
The predoctoral program is using AEFIS to streamline all syllabi. A DEO asked if this template would be available for advanced education programs as well. The committee thought it may be a nice guideline to use as a resource. The Office for Education will look into creating a template for the advanced education programs to use for their courses.

IV. **Ethics & Professionalism – Attendance** – Ms. Michelle Krupp (see handout)  
A list of residents who did not attend the Ethics & Professionalism session during the New Resident Orientation was distributed. It is up to each program director to decide how to follow-up with residents who did not attend. A copy of the presentation and required readings will be available on the Intradent.  
**ACTION ITEM:** *The Office for Education will post the slides and readings from the session to the Intradent and send the link to the program directors.*

V. **Advanced Ed Orientation – Follow-up** – Dr. Matthew Geneser  
A. Cultural Competency – Global implications

- There was general consensus to have all residents attend the cultural competency session. In the past, this session was only given to incoming international residents. This will create a better understanding of diversity throughout the group of new incoming residents.

B. UI Grad Guide

- Grant Jerkovich created a living guide for residents in the area. In the future, the link to this guide will be included in one of the email communications distributed prior to orientation.
- Link: <https://gradguide.uiowa.edu/> Program directors should send the link: Grad Guide to their residents.

C. Other Orientation Comments

- One item noticed during orientation was that most sessions ended at least 10 minutes early.
- Axiom will be more streamlined.
- It was brought to the committee's attention that if an international resident's TOFEL score is under 100, they must take the test onsite. The international residents cannot register unless they pass this test. Any resident needing to take the TOFEL should do this before orientation.  
It was suggested that the TOFEL should be scheduled prior to the two-day orientation program as occurred for the 2017-2018 grad/resident orientation.

VI. **Comments/Updates** – Committee

CODA comments

- Deadline on Self-Study guideline will be the end of November/beginning of December to turn in to Sean Kelly to format for printing. The final document is due to the site visitors 60 days prior to actual visit.
- It was asked if administration will support having advanced education program mock site visits. This will need to be looked in to.
- There are site visitors throughout different departments you can ask questions to.
- It was asked if the predoctoral program has documentation on faculty development that all the programs could use.

**ACTION ITEM:** *The Office for Education will post faculty development documentation for reference on the Advanced Ed Directors shared site: I:/SecureShare/Advanced education/AdvEd-CODA 2018*

VII. **Next Meeting: September 25, 2017**

Minutes recorded: Ms. Lauren Moniot



## Residents Who Didn't Attend Prof. &amp; Ethics Session 2017-2018

<u>Last Name</u>	<u>First Name</u>	<u>Department</u>
Alshehri	Abdullah Mohammed D	Iowa Institute for Oral Health Research
Bates	Amber	Iowa Institute for Oral Health Research
Ismail	Eman	Iowa Institute for Oral Health Research
Krongbarammee	Tadkamol	Iowa Institute for Oral Health Research
Madiloggovit	Jirakate	Iowa Institute for Oral Health Research
Romero-Bustillos	Miguel	Iowa Institute for Oral Health Research
Souza Gomes da Fontoura	Clarissa	Iowa Institute for Oral Health Research
Wongkamhaeng	Kan	Iowa Institute for Oral Health Research
Ahmed	Amira	Operative
Aldabeeb	Dalal	Operative
Alhakami	Arwa	operative
Kattan	Wafaa	operative
Theodory	Tamer	Operative
Orgill	Joshua	OPRM
Wongpattaraworakul	Wattawan	OPRM
Peters	Michelle	oral Surgery
Tortorich	Jordan	Oral Surgery
Pappas	Nicholas	Orthodontics
Green	Nathan	Pediatric Dentistry
Rohman	Megan	Pediatric Dentistry
Youngers	Nicole	Pediatric Dentistry
Antonious	Marian	Periodontics
Kudpi	Ramya Shenoy	Preventive/Community