

Advanced Education Committee	
AGENDA	
September 28, 2015	12:00-12:50, Deans Conference Room
Dr. Anne Williamson, Chair	Recorder:
Lunch will be served.	
Agenda Items	Responsible Individual
1. Approval of the June 1, 2015 Minutes	Williamson
2. Wellness for Residents/Fellows - Staff Psychologist	Dr. David Adams
3. Updates 3.1 Work Group on Disciplinary Policies	Williamson
4. Broadening Advanced Education Seminars	Williamson
5. Comments/Updates	Committee
6. Next Meeting: November 16, 2015	

Action Items			
Status	Action to be taken	Responsible	Due Date
Pending	Work Group on Resident and Graduate Student Handbook	WG	
Pending	UI Electronic Course Evaluation Project	Garcia	
Pending	Centralized Administrative Support for All Advanced Education Programs	Garcia	
Pending	Anticipated CODA Documentation of Competency Assessment	Garcia	Accreditation 2018

Advanced Education Committee:

Anne E. Williamson, Chair
 Veeratrishul Allareddy
 Howard J. Cowen
 Steven L. Fletcher
 Matthew K. Geneser
 Sandra Guzman-Armstrong
 Ryan W. Hill
 Lewis A. Humbert Rodrigo
 Rocha Maia Thomas E.
 Southard Ghadeer Thalji
 Sherry Timmons
 John J. Warren

Ex Officio:

Brad A. Amendt, Associate Dean for Research
 Lily T. Garcia, Associate Dean for Education
 Catherine Solow, Associate Dean for Student Affairs
 Joan T. Welsh-Grabin

Advanced Education Committee Minutes – September 28, 2015

Members Present: Dr. Williamson, Dr. Guzman-Armstrong, Dr. Rocha Maia, Dr. Thalji, Dr. Timmons, Dr. Humbert, Dr. Garcia, Dean Solow, Dr. Schneider, Dean Johnsen, Ms. Green

Members Absent: Dr. Allareddy, Dr. Cowen, Dr. Fletcher, Dr. Geneser, Dr. Hill, Dr. Southard, Dr. Warren, Dr. Amendt, Ms. Welsh-Grabin

Guest: Dr. David Adams – Staff Psychologist

- I. Approval of June 1, 2015 minutes - motion to approve the minutes passed.
- II. Wellness for Residents/Fellows – Staff Psychologist – Dr. David Adams
 - Dr. Adams wanted to know about issues that are common among residents so that he would be better prepared to address these issues.
 - Suggestions include: time management, relaxation techniques, financial issues or getting issues worked out with offices across the river. How to deal with an unexpected death in significant others family, cultural differences, being on time, communication and writing skills, meeting expectations.
 - If issues arise with residents, Dr. Garcia will serve as a liaison for the residents.
 - Dr. Adams asked to sit in classes so he has a better idea of interactions and expectations. Program directors present were in agreement since this would allow time for him in the classroom so the residents would know who he is and what services he offers. He was on the agenda for the new graduate student orientation, however some international students don't understand the counseling concept or may have negative connotations in regards to it. Dr. Adams was invited to attend is the POPE lecture which includes Prosthodontics/Operative Dentistry/Periodontics/Endodontics departments; this could provide Dr. Adams a good idea of what the expectations are in these areas.
 - The graduate and program directors also asked to be informed of common issues he sees so they can be aware of it. It was noted that spouses of international students are isolated. There is an international women's club for spouses on campus and they provide childcare and other services to assist them.
 - Dr. Adams has presentations to help address time management, stress management, life balance, study skills, self-care. It is important to maintain the graduate student's confidentiality since each program has limited number of residents and it could be easy to discern who is having issues. Yet, it is important to get the student/resident to Dr. Adams for assistance.
 - The program directors present want a template for course reviews, to improve the course and give the students an avenue to communicate any course issues.
- III. Updates – 3.1 Work Group on Disciplinary Policies – Dr. Williamson, Dr. Timmons, Dean Solow, and Dr. Allareddy serve as the work group.
 - The work group is developing a policies and procedures manual. Dr. Timmons would like the departments with policies that aren't in the Student Handbook to send them to her for possible inclusion in the Disciplinary Policies manual.

IV. Broadening Advanced Education Seminars – Dr. Williamson

- There was discussion to expand upon the number of departments and topics beyond those covered in the POPE seminar. Time is an issue in getting all groups together. Other departments have meetings in smaller groups to connect with them, but would like this to include all groups. This seminar use to include discussion of treatment of patient's cases that all areas may have worked with. This was the format in the past, but was discontinued due to an issue where treatment on a particular patient didn't go well so they changed it to topics instead of patient cases. The group discussed the idea of each department presenting a patient case and not necessarily one that involved all departments. The time frame could be expanded beyond a 2 hr. time frame.

ACTION ITEM: For the 2016-17 academic year, Dr. Guzman and Dr. Maia will work with Dr. Garcia to expand the current seminar to include all departments.

V. Comments/Updates – Operative would like to test six (6) new codes for defined carious lesions as part of a pilot program, for Operative resident use only. They will look into getting this set up in AxiUm and then inform departments, so when a faculty views the new codes, they understand and know how to respond appropriately when they encounter them.

VI. Action Items

- Graduate Student/Resident Handbook – It is ready and needs to be posted online. Dr. Garcia will discuss this with Mr. Chuck McBrearty.
- Electronic Course Evaluation Project – an evaluation template is being put together for questions that apply to all graduate courses.
- Centralized Administrative Support for Graduate Programs – This is in progress with initial administration support. Dean Johnsen said we need to identify the functions that we want to centralize in order to manage certain common tasks without trying to change the programs.
 - Financial Aid - Ms. Vicki Green suggested inviting Ms. Cindy Seyfer – Director Student Employment, Financial Aid – to discuss the impact of the appointment process and resident designation on types and eligibility of financial aid available. This is intended to increase awareness among Graduate and Program Directors. It also might be a good idea to invite Mr. Lee Seedorff – Senior Associate Director International Student & Scholar Services, International Programs – to discuss documents and deadlines required of students/residents.

Next Meeting November 16, 2015

Minutes recorded by Ms. Lori Kayser.