

Members Present: Drs. Matthew Geneser (Chair), Trishul Allareddy, Jennifer Hartshorn, Ryan W. Hill, Theodoros Katsaros, Tarek El Kerdani, Rodrigo Rocha Maia, John Warren, Anne E. Williamson, Lily T. Garcia, Michelle Krupp, Jeffrey Banas

Absent: Drs. Howard Cowen, Steven Fletcher, Sandra Guzman-Armstrong, John Hellstein, Kecia Leary, Kyungsup Shin, Joan Welsh-Grabin

Meeting called to order 12:03

I. **Approval of October 22, 2018 minutes** – Dr. Geneser

MOTION: to approve the minutes as submitted and seconded.

MOTION APPROVED.

II. **New Resident Orientation** –Ms. Krupp/Dr. Geneser

The overall feedback from last year's CoD New Resident Orientation was positive. Changes made to the agenda this year include:

- Welcome and Introductions of the Advanced Education Program Directors panel will be on Thursday, June 27th.
- International students will complete their Human Resources and ISSS portion at the end of Thursday, June 27th.
- Added topic "Introduction to Oral Science" with Dr. Banas
- Axiom training session time has been reduced and split into two sessions
- Human Resource section will be divided in groups.

Senior resident recommendations from Advanced Education Directors are needed for the Senior Resident Panel on Friday, June 28th. There is no presenter for "Ethics and Professionalism".

ACTION ITEM: Dr. Geneser will contact Dr. Elvers and Dr. Butali to see if they have interest in presenting. If there is no interest, Dr. Allareddy and Dr. Geneser will meet to create a presentation.

III. **Graduate Handbook Update** – Dr. Geneser

The Graduate Handbook needs to be updated annually. Dr. Allareddy, Dr. Geneser and Dr. Warren have volunteered to start a work group to update the 2019-2020 Graduate Handbook.

IV. **Industry Rep – Guest Access notice, L&L** – Dr. Garcia

When a guest arrives there should be a representative from the department to meet the guest at the front entrance. The guest should be issued a guest badge to wear and be escorted while visiting the College of Dentistry.

ACTION ITEM: Dr. Garcia will look into getting each department 6 guest badges made.

V. **Roundtable Comments**

- The final CODA report of the September 2018 site visit was received on March 4, 2019. Dean Johnsen reports findings for presentation to the Board of Regents.
- Program Directors are receiving e-mail communications from the Commission on Dental Accreditation regarding annual fee notification. Please forward to Scott Arneson and copy Dr. Garcia.
- Dr. Garcia will meet with program directors for the Geriatrics & Special Needs and Operative Dentistry programs regarding scheduling a formal review by outside consultants.

Next Meeting: Monday, April 22, 2019

Minutes recorded: Ms. Brenda Selck