

**Members Present:** Drs. Matthew Geneser (Chair), Tarek El Kerdani, Sandra Guzman-Armstrong, Jennifer Hartshorn, Ryan Hill, Theodoros Katsaros, Kecia Leary, Rodrigo Rocha Maia, Anne Williamson, Jeffrey Banas, Joan Welsh-Grabin, Lily T. Garcia, Michelle Krupp

**Absent:** Drs. Trishul Allareddy, Howard Cowen, Steven Fletcher, John Hellstein, Kyungsup Shin, John Warren

**Guests:** Dr. Sherry Timmons, Lori Kayser

Meeting called to order 12:08

- I. **Approval of April 22, 2019 minutes** – Dr. Geneser  
**MOTION:** to approve the minutes as submitted and seconded.  
**MOTION APPROVED.**
- II. **New Resident Orientation – Update** –Ms. Krupp  
Each department is requested to provide new residents a tour of the College of Dentistry, since a tour will not be part of the New Resident Orientation this year.
- III. **Certificate Courses** – Dr. Timmons and Lori Kayser  
The process for registering students for certificate courses has changed due to the need for a valid transcript and to record teaching effort. The UI Registrar's Office and Billing Office met with Dean Timmons and Lori Kayser to determine the best way to proceed when determining how tuition is applied to a student record; CERT sections have now been created. In the past, certificate students registered for 0 semester hours and this generated the certificate fee, not the graduate tuition and fees. With new CERT sections and associated certificate fees, students will be able to register for a certificate course (associated with semester credit hours) in order to appear on an official university transcript.
- IV. **Draft of conflict resolution protocol** – Drs. Geneser/Allareddy  
Dr. Geneser suggested the draft protocol could be a college-wide discussion versus limited to the Advanced Education Committee. In the Graduate Handbook, management of complaints about behavior and professionalism fall into gray areas and comments about specific circumstances may not be addressed through one protocol. Dr. Geneser welcomes feedback or thoughts as he and Dr. Allareddy prepare a draft.  
**Action Item:** *Dr. Geneser and Dr. Allareddy will draft a protocol for conflict resolution.*
- V. **Interdisciplinary Referral Process – AxiUm** – Dr. Geneser and Ms. Welsh-Grabin  
IT is working on placement for Referral Forms. A new section will be added to Attachments labeled "Referrals." There will be two tabs: External and

Internal. Each department will be allowed to create their own department—specific referral form at a later date. In the interim, please forward ideas and suggestions to Chuck McBrearty, Jerry Gehling or Joan Welsh-Grabin. Progress on this project will be reported at subsequent meetings.

VI. **Next AEC Chair – Dr. Trishul Allareddy** – Dr. Geneser

Dr. Allareddy will be the Advanced Education Committee Chair for the 2019-2020 academic year.

VII. **Roundtable Comments**

- Pediatric Dentistry: Dr. Leary has been appointed to replace Dr. Geneser as the Program Director. Dr. Geneser has been designated as the Pediatric Dentistry Clerkship Director.
- Dr. Banas noted Kate Bruner is on extended medical leave. He requested that program directors forward your list of residents that are/are not completing their Master of Science degree since if sent to Kate, he may not have received a copy.
- Dr. Hill and Dr. Leary attended CODA site visitor training since being appointed as new Accreditation site visitors.
- Dr. Geneser was recognized for his outstanding work as Chair of the Advanced Education Committee over the past two years.

**Next Event: June 27, 2019 Resident Orientation**

**Next Meeting: Monday, August 26, 2019**

Minutes recorded: Ms. Brenda Selck