

## Board of Trustees

Center for Innovation in Medical Professions, Cleveland State University  
September 13, 2017

### Trustees Present:

J. David Heller, CPA, Chair  
Daisy L. Alford-Smith, Ph.D.  
Carl A. Allamby  
E. Douglas Beach, Ph.D.  
Paul R. Bishop, J.D.  
Sharlene Ramos Chesnes  
James M. Guirguis  
Joseph R. Halter Jr.  
Robert J. Klonk, Vice Chair  
Chander M. Kohli, M.D.  
Richard B. McQueen  
Jay A. Gershen, D.D.S., Ph.D., Ex Officio

### Others Present:

Jiashin Wu, Ph.D.

### NEOMED Personnel Present:

Mark D. Arredondo, M.D.  
Daniel S. Blain, M.A., M.S.W.  
Amanda R. Filippi, M.B.A.  
Richard J. Kasmer, Pharm.D., J.D.  
Roderick L. Ingram Sr., M.B.A.  
Stephanie A. Lammlein, M.A.T.  
Carolyn D. Lanier, M.P.A.  
Richard W. Lewis  
Amy J. Lukes, MSSA, LISW-S  
Michelle M. Mulhern, M.P.A.  
Mark R. Munetz, M.D.  
Shawn W. Parker  
Maria R. Schimer, M.P.H., J.D.  
Steven P. Schmidt, Ph.D.  
John R. Wray, J.D.  
Elisabeth H. Young, M.D.

**1. Call to Order, Roll Call and Approval of the Minutes**  
**J. David Heller, CPA, Chair**

**CALL TO ORDER AND  
ROLL CALL**

Chair Heller called the meeting to order at 12:01 p.m.

Mr. Lewis, Secretary, called the roll and noted that a quorum was present.

**Request for Recusal**

**REQUEST FOR RECUSAL**

Chair Heller asked if any Trustee would need recusal from any of the agenda items presented; there being none, he proceeded with the meeting.

**1.1. Approval of the Minutes**

**MOTION TO APPROVE  
MINUTES (M2017-05)**

Chair Heller noted that all Trustees had received copies of the minutes from the full Board meeting on June 8, 2017. He asked if there were any additions, deletions or corrections. There being none, Chair Heller called for a motion to approve the minutes of the June 8, 2017, meeting. Trustee Bishop motioned the approval. Trustee Halter seconded the motion. The motion carried unanimously by voice vote.

Chair Heller moved that the Board function as a Committee of the Whole. Trustee Bishop seconded the motion. The motion carried unanimously by voice vote.

**2. Oath of Office**

**OATH OF OFFICE TO  
CARL A. ALLAMBY**

**2.1. The oath of office to Student Trustee Carl A. Allamby was administered by Attorney Schimer.**

Trustee Chesnes moved to go into Executive Session to discuss personnel and legal matters. Trustee Klonk seconded the motion. Secretary Lewis called the roll and the motion passed unanimously.

At 1:08 p.m. Chair Heller moved to reconvene the Board meeting. Trustee Bishop seconded the motion which passed unanimously by voice vote. Chair Heller stated that during the Executive Session, personnel and legal matters were discussed and no action was taken.

**3. Report of the President  
Jay A. Gershen, D.D.S., Ph.D.**

**REPORT OF THE  
PRESIDENT**

President Gershen congratulated Dr. Richard Kasmer for being appointed as the Vice President for Academic Affairs and Dean, College of Pharmacy effective July 1, 2017. Dr. Kasmer has been an employee of the College of Pharmacy since 2006.

President Gershen informed the Trustees that the University's submission to the Higher Learning Commission met all components necessary to receive full accreditation. No interim monitoring will be required until 2023 when the University submits its next self-study. President Gershen also confirmed that the College of Pharmacy has been formally notified of its accreditation, which is effective for eight years. The College of Medicine self-study begins in September and will be followed by a site visit in 2019.

President Gershen shared the most recent version of the Ignite magazine and commended Daniel Blain, Roderick Ingram, and their teams for their efforts. Mr. Blain also shared the publication won two national awards.

Lastly, President Gershen reflected on the White Coat Ceremonies, which took place on September 11. He shared that 160 students from the College of Medicine and 70 students from the College of Pharmacy were welcomed to their first year at the University.

**Campus Safety, Security and Mental Health**

Mark R. Munetz, M.D.

The Margaret Clark Morgan Endowed Chair in Psychiatry

Amy J. Lukes, MSSA, LISW-S

Director, Campus Mental Health Initiatives

Ohio Program for Campus Safety and Mental Health

Shawn W. Parker, Sergeant

NEOMED Police

Maria R. Schimer, M.P.H., J.D.

General Counsel, Assistant Attorney General and Chief Technology

Transfer Officer

President Gershen reminded the Trustees that the Campus Safety, Security and Mental Health Task Force was created last year in an effort to address issues such as mental illness, campus safety and natural disasters that could affect the University. He then introduced the representatives of the Task Force to provide an overview of their work.

Dr. Munetz, Ms. Lukes and Mr. Parker reviewed the history of shootings, suicide and depression on campuses across the nation. They also addressed depression in medical students, noting that data is not available for pharmacy students.

As a result of its findings, the Task Force has built a plan to provide mental health services; support emergency preparedness amongst students, faculty and staff; develop and implement crisis management policies; and, form behavioral intervention teams.

The team also noted that, unlike many universities in other states, the statewide efforts in Ohio focus on a comprehensive approach to mental health and emergency management. This is very beneficial and includes oversight by a broad constituency rather than one department.

Dr. Munetz shared changes to the formal curriculum that have helped engage students in the efforts of the Task Force. President Gershen also spoke to emergency management planning by reflecting on the table top exercise that the entire Leadership Team participated in. He explained that during the exercise, they were guided through managing a simulated crisis on campus. It was a great example of how well everyone works together.

#### **Northeast Ohio Medical University Financial Aid Report**

Elisabeth H. Young, M.D., F.A.C.P.

Interim Vice President for Health Affairs and Interim Dean, College of Medicine

Dr. Young reviewed information related to the debt of students from the College of Medicine. The chart reviewed is submitted annually. Although information regarding the College of Pharmacy was not included in the Board book, typically students from both colleges have less debt than the average comparable students, according to the national data.

President Gershen reflected on the increase in scholarships available to NEOMED students in the past seven years. He indicated that, while the University has made significant increases in scholarship funds available to students, still more need to be identified.

#### **Northeast Ohio Medical University Student Communication Plan**

Roderick L. Ingram Sr., M.B.A.

Executive Director, Strategic Marketing and Communications

Mr. Ingram presented the draft version of a document to be distributed in an effort to educate students on how their tuition dollars are being utilized. This publication was created in direct response to conversations at prior Board meetings.

Trustee Guirguis complimented the piece and also reflected on meetings with Dr. Young that have helped many students to better understand University and college issues.

Trustee Allamby also commended the publication and suggested that the University administration continue to make every effort to remain transparent in communications with the students as they relate to financial matters.

Mr. Ingram reviewed plans to create a more robust communications plan that will include channels such as The Pulse, infostands, digital monitors and the continued redesign of the website. The Student Communication Plan includes nine identified opportunities to be influential, conversational and informational.

President Gershen thanked the Trustees for their suggestions leading to the creation of the Student Communication Plan and thanked Mr. Ingram for his efforts in executing it.

## **Northeast Ohio Medical University Strategic Plan Update**

Carolyn D. Lanier, M.P.A.

Chief of Staff and Vice President for Diversity, Equity and Inclusion

Margarita D. Kokinova, Ph.D.

Executive Director, Institutional Research and Planning

Ms. Lanier shared a change in the Strategic Plan which includes four strategic directions as opposed to the five presented at the June 8, 2017, meeting.

She also informed the Board of a self-imposed goal of October 1, 2017, which will allow time to monetize and operationalize the metrics by way of work with Administration and Finance. These actions will allow a comprehensive plan to be presented at the December 7, 2017, meeting. In addition, the comprehensive plan will include metrics and strategic plans from each of the three colleges.

## **Northeast Ohio Medical University Campus Master Plan Update**

John R. Wray, J.D.

Vice President for Administration and Finance

Mr. Wray referred to the Perkins & Will working draft report uploaded to the Resource Center within Diligent Board Books. He noted that discussions with the firm have included physical structures, structure of curriculum and zoning of facilities. The collaborative process included input from the Leadership Team, deans, directors and faculty stakeholders.

The plan is not final, but five priority areas were identified during the planning exercises: relocate the Wasson Simulation Center; expand the Gross Anatomy Laboratory; construct the Medical Office Building and Academic Learning Center ("MOB ALC"); repurpose the South Academic Corridor; and develop the North Campus.

Mr. Wray reiterated that the plan is a work in progress and will be integrated into the comprehensive plan that will incorporate the college and University strategic plans.

President Gershen thanked Mr. Wray and all those involved in the efforts thus far as they relate to the Campus Master Plan.

Chair Heller stated that all committee reports had been reviewed and called for a motion to approve a consent agenda on agenda items 5.2. through 6.5. Trustee Chesnes moved approval. Trustee Bishop seconded the motion. No one opposed. The motion carried unanimously by voice vote.

**CONSENT AGENDA  
APPROVED (R2017-22  
THROUGH R2017-27)**

### **4. Report of the Institutional Advancement Committee Paul R. Bishop, J.D.**

**REPORT OF THE  
COMMITTEE CHAIR**

The report on institutional advancement was given at the committee meeting.

### **4.2. The comprehensive fundraising update was given at the Institutional Advancement Committee meeting.**

**COMPREHENSIVE  
FUNDRAISING UPDATE**

The update on the *Shine On* Campaign was provided during the Institutional Advancement Committee meeting.

### **5. Report of the Academic and Scientific Affairs Committee Daisy L. Alford-Smith, Ph.D.**

**REPORT OF THE  
COMMITTEE CHAIR**

The report on academic and scientific affairs was given at the committee meeting.

5.2. The recommendation to approve academic personnel actions (R2017-22) was approved under consent agenda.	<b>ACADEMIC ACTIONS APPROVED (R2017-22)</b>
5.3. The recommendation to approve nontenure-track faculty appointments (R2017-23) was approved under consent agenda.	<b>NONTENURE-TRACK APPOINTMENTS APPROVED (R2017-23)</b>
5.4. <b>Report on Research and Sponsored Programs and Academic Programs</b>  The report on research and sponsored programs was reviewed during the Academic and Scientific Affairs Committee meeting.	<b>REPORT ON RESEARCH AND SPONSORED PROGRAMS</b>
6. <b>Report of the Finance, Fiscal Policy and Investment Committee Sharlene Ramos Chesnes</b>  The report on finance, fiscal policy and investments was given at the committee meeting.	<b>REPORT OF THE COMMITTEE CHAIR</b>
6.2. The recommendation to approve classified personnel actions (R2017-24) was approved under consent agenda.	<b>CLASSIFIED PERSONNEL ACTIONS APPROVED (R2017-24)</b>
6.3. The recommendation to approve administrative personnel actions (R2017-25) was approved under consent agenda.	<b>ADMINISTRATIVE PERSONNEL ACTIONS APPROVED (R2017-25)</b>
6.4. The recommendation to authorize the allocation of university investment reserves as matching funds for the design and construction of the Medical Office Building and Academic Learning Center ("MOB ALC") on the University Campus (R2017-26) was approved under consent agenda.	<b>ALLOCATION OF UNIVERSITY INVESTMENT RESERVES AS MATCHING FUNDS FOR THE DESIGN AND CONSTRUCTION OF THE MEDICAL OFFICE BUILDING AND ACADEMIC LEARNING CENTER APPROVED (R2017-26)</b>
6.5. The recommendation to authorize capital renovation and improvement construction contracts and expenditures (R2017-27) was approved under consent agenda.	<b>CAPITAL RENOVATION IMPROVEMENT CONSTRUCTION CONTRACTS AND EXPENDITURES APPROVED (R2017-27)</b>
6.6. The report on revenue and expenditures and budget to actual comparison was given during the Finance, Fiscal Policy and Investment Committee meeting.	<b>REPORT ON EXPENDITURES/BUDGET</b>
6.7. The report on operating cash, endowment funds and investment report was given during the Finance, Fiscal Policy and Investment Committee meeting.  The Key Performance Indicators were discussed during the Finance, Fiscal Policy and Investment Committee meeting.	<b>REPORT ON INVESTMENTS</b>  <b>KEY PERFORMANCE INDICATORS</b>
7. <b>Report of the Nominating Committee J. David Heller, CPA, Committee Chair</b>	<b>INFORM</b>
7.1. Report of the Nominating Committee August 16, 2017, Meeting  Committee Chair Heller noted the Nominating Committee met via conference call on August 16, 2017. Committee members included Trustee Beach and Trustee McQueen. Also present were Secretary Lewis, Associate Secretary Mulhern and Amanda Filippi.	<b>INFORM</b>

Committee Chair Heller reported the Committee discussed the need for continuity on the Board and the furtherance of the Board culture.

Committee Chair Heller stated that Vice Chair Klonek has expressed an interest and willingness to serve in the Chair role, and Trustee Bishop has expressed an interest and willingness to serve in the Vice Chair role. During the call, the Committee approved the nomination of each individual for the respective roles.

Committee Chair Heller also noted that the Trustees may be nominated from the floor or self-nominate.

**8. Election of Officers**

**INFORM**

On behalf of the Nominating Committee, Chair Heller moved to nominate Robert J. Klonek as Chair. There were no other nominations. Trustee Alford-Smith seconded the nomination. The motion carried unanimously by voice vote.

**ROBERT J. KLONK  
ELECTED CHAIR (M2017-06)**

On behalf of the Nominating Committee, Chair Heller moved to nominate Paul R. Bishop, J.D., as Vice Chair. There were no other nominations. Trustee Halter seconded the nomination. The motion carried unanimously by voice vote.

**PAUL R. BISHOP, J.D.,  
ELECTED VICE CHAIR  
(M2017-07)**

**8.1.** Attorney Schimer administered the Oath of Office to Chair Robert J. Klonek.

**OATH OF OFFICE TO  
ROBERT J. KLONK, CHAIR**

**8.2.** Attorney Schimer administered the Oath of Office to Vice Chair Paul R. Bishop, J.D.

**OATH OF OFFICE TO PAUL  
R. BISHOP, J.D., VICE  
CHAIR**

**8.3.** Chair Heller moved approval of the administrative appointment of Secretary, NEOMED Board of Trustees to Richard W. Lewis. Trustee Bishop seconded the motion. The motion was approved unanimously by voice vote.

**ADMINISTRATIVE  
APPOINTMENT OF  
SECRETARY, NEOMED  
BOARD OF TRUSTEES TO  
RICHARD W. LEWIS  
(M2017-08)**

**9. Old Business**

**OLD BUSINESS**

No old business was discussed.

**10. New Business**

**NEW BUSINESS**

**10.1.** Secretary Lewis presented a resolution of appreciation to J. David Heller, CPA.

**RESOLUTION OF  
APPRECIATION FOR J.  
DAVID HELLER, CPA  
(R2017-28)**

Trustee Klonek moved approval of Resolution 2017-28 as presented. Trustee Alford-Smith seconded the motion. No one opposed. The motion was approved unanimously by voice vote.

**Adjournment**

**MOTION TO ADJOURN  
(M2017-09)**

There being no further business, Trustee Klonk moved to adjourn the meeting at 4:09 p.m. Trustee Bishop seconded the motion. No one opposed. The motion was carried unanimously by voice vote.

Respectfully submitted:

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Richard W. Lewis  
Secretary

Approved by:

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Robert J. Klonk  
Board Chair

**For a fully executed version of the minutes, please contact the Board office at 330.325.6252.**