EXECUTIVE COMMITTEE MINUTES
Tuesday, May 21, 2024
10:00 AM
Hybrid Meeting

ATTENDANCE

MEMBERS:

John J. Reilly, Jr., MD, Dean, School of Medicine, and Chair

Venu Akuthota, MD; Yuri Agrawal, MD, MPH; Maryam Asgari, MD, MPH; Leslie Berg, PhD; Evalina Burger-Van der Walt, MD; Vineet Chopra, MD, MSc; Stephen Daniels, MD, PhD, MPH; C. Neill Epperson, MD; Heide Ford, PhD; Casey Greene, PhD; Vesna Jevtovic-Todorovic, MD, PhD, MBA; Ihab Kamel, MD, PhD; Kevin Lillehei, MD; Wendy Macklin, PhD; Myra Muramoto, MD, MPH; Connie Savor Price, MD, MBA; Ken Tyler, MD; Richard Zane, MD

GUESTS:

JD Ainsworth; Lucinda (Cindy) Allen, MS; Stephanie Baker, MS; Jerica Berge, PhD, MPH; Lyndy Bush, MPA; Peter Buttrick, MD; Michael Cahill, MS; Thomas Campbell, MD; Karen Chacko, MD; Lauren Collins, MHA; Geoff Connors, MD; Jessica Cordova; Mark Couch; Katie Dean; Lotte Dyrbye, MD, MHPE; Ellen Elias, MD; Melissa Feig, MSHS, MBA; Stephanie Farmer, MHA; Shelly Fortner; Jan Gascoigne, PhD; Michael Harris-Love, PT, MPT, DSc; Patrick Henn, MD; Jimmy Loftin, MBA; Steven Lowenstein, MD, MPH; Becky McGowan, MBA; John Moore; Chanthy Na; Michael Narkewicz, MD; Olawunmi (Wunmi) Ogunwo, JD; Beth Otis; Jason Owens; Miriam Post, MD; Victor Quijano, MD; Judy Regensteiner, PhD; Marian Rewers, MD, PhD; Robby Rigby; Carol Rumack, MD; Brian T. Smith, MHA; Chris Smith; Luciana Smith; Jeffrey SooHoo, MD, MBA; Suzann Staal, MArch; Alexander (AJ) Stein, MBA; Cheryl Welch, MPA; Duncan Wilcox, MD; Joan Winter, MD; Shanta Zimmer, MD

APPROVAL OF MINUTES

The April 16, 2024, meeting minutes were unanimously approved.

DEAN'S UPDATES

- John Sampson, MD, PhD, MBA, has been announced as the next dean of the School of Medicine. He starts on July 1.

- The Colorado State Legislature has adjourned for the year. Governor Polis has brokered a deal by which a bill was passed to increase the economic damage limits on liability lawsuits in exchange for both sides withdrawing their ballot initiatives, which included a measure to make peer review and quality improvement minutes and documents discoverable in lawsuits.

- A bill in the state legislature that would ban concealed carry in sensitive places has passed. Institutions of higher education are on the list of sensitive places. The Board of Regents' current policy is now in violation of state law. The University Affairs Committee is scheduled to review university policy on June 4 and to consider it again at the next full meeting of the Board of Regents on June 20 and 21 in Pueblo.

- Carol Rumack, MD, has stepped down from her role as associate dean for graduate medical education. Geoff Connors, MD, formerly vice chair of education for the Department of Medicine, assumed the role on May 15.

- The School of Medicine signed an educational affiliation agreement with the United States Air Force Academy and an affiliation agreement and a research agreement with Children's Hospital. Discussions are beginning with Denver Health about updating its affiliation agreement.

DISCUSSION ITEMS

Campus Digital Accessibility Efforts
Chris Smith, Vice Chancellor, Information Strategy and Services
Jan Gascoigne, PhD, Associate Vice Chancellor, Student Affairs
See attached slides.

Proposed Amendments to the Rules of the School of Medicine
Steven Lowenstein, MD, MPH, Associate Dean, Faculty Affairs
See attached slides.

Faculty Senate Updates:

Patrick Henn, MD, Faculty Senate President and Assistant Professor of Pathology

- Aimee Gardner, PhD, associate dean for faculty development, gave an update on programs such as Thrive Forward and the Academy of Medical Educators. The Office of Faculty Development is also creating items such as educator development tools, videos, workshops, and leadership development programs.
- The independent student analysis results were presented by medical students. The survey had a 92% response rate. Areas which scored highly were fairness of assessments and awareness of student concerns in the preclinical years, and summative assessment and academic and career advising in the clinical years. Areas with low scores were unscheduled time for self-directed learning (pre-clinical) and student relaxation spaces and clerkship summative feedback (clinical). Focus groups will be held for the low scoring topics. The complete report will be available in July.

Affiliate Updates from VA and Denver Health:

Victor Quijano, MD, Section Chief – Academic Affiliations, VA

- Sterilization issues in operating rooms is ongoing and many cases are being cancelled. Cases that use disposable equipment are continuing. Surgical residents are not practicing, but their time will be tracked. They are still able to get training at the university hospital.
- Staffing shortages in dermatology remain a concern, but there are enough faculty and volunteers to keep residents at the VA. Plans for identifying interim and permanent section chiefs are being discussed. Radiology has the same concerns, but there will be no changes to resident schedules at this time.

Connie Savor Price, MD, MBA; Chief Medical Officer, Denver Health and Hospital Authority

- Brett Leggett, MD, chair of inpatient pediatrics, is chairing the OB-GYN chair search committee.
- David Naeger, MD, chair of radiology, is leaving in August to join Dartmouth Health. An interim will be named and the search will begin soon.
- Denver Health has partnered with Healing Denver, which will advocate for additional funding so DHHA can continue to provide care for every Denver resident regardless of the ability to pay.

EXECUTIVE SESSION

APPROVAL ITEMS

- **A.** The full-time faculty appointments and promotions were unanimously approved.
- **B.** The emeriti appointments (3) were unanimously approved.

Campus Digital Accessibility Efforts

Understanding Accessibility

Accessibility is the degree to which a product, device, service, environment, or facility is usable by as many people as possible, including by persons with disabilities.

Achieving accessibility requires knowledge of accessibility standards, being aware of the needs of people with disabilities, and addressing barriers to access for individuals with disabilities.

Source: Indiana University

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Why Does Accessibility Matter?

- It's the law. It's a civil right. It's a human right. It's the right thing to do.

- All people should have the opportunity to access the same information and services in the digital environment without facing undue barriers or burdens

- Twenty-six percent of the U.S. population has a disability (1 in 4)

- Improves user experience and promotes inclusivity

- Shows demonstrated business and community leadership

Let's build upon the progress we've made and collaborate to shape CU Anschutz into a model of digital accessibility.

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HB21-1110: Overview
Colorado Laws For Persons With Disabilities

Context

- Beginning July 1, 2024, the new Accessibility Law for Colorado State and Local Governments makes it a **civil rights violation for a government agency to exclude people with disabilities** from receiving services or benefits because of a lack of accessibility.

- As a government entity, public universities such as CU Anschutz are required to meet The State of Colorado OIT's digital accessibility standards. Our commitment extends beyond legal compliance; it aligns with our position as a leading university fostering inclusivity and excellence.

- The rules apply to both public external-facing and internal-facing information and communication technology ("**ICT**") that is procured, developed, maintained, or used by state and local government entities.

- For more information https://oit.colorado.gov/hb21-1110-faq

Examples of ICT

- Software, applications, and websites

- Multimedia content like images, video and audio

- Academic course materials

- Documents that are posted to the internet (e.g., Google formats, PDF, Word, Excel, and PowerPoint, etc.)

- Computer software and hardware including desktop systems and mobile systems such as laptops and other mobile computers

- Desktop and mobile telephones and other telecommunications products

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HB21-1110: CU Anschutz Committee
Members across campus who are involved in this effort

EXECUTIVE SPONSORS	Rod Nairn & Christopher Smith		

COMMITTEE LEADS	Jan Gascoigne Student Affairs	Kimberly Spiering Legal	Amy Dahlbach Information Strategy & Services

COMMITTEE MEMBERS

Lisha Bustos Digital Learning	Jennifer Merchant Communications	Amisha Singh SDM - ASAL	Kali Karakasidou IT Accessibility	Ashley Arens Project Management
Lauren Fontana Disability, Access, and Inclusion	Ryan Nisogi Communications	Kristin White Library / Accessibility	Mimi Dell IT Communications	Mo Duffie Business Analysis
Brian Rocz HR, L&D	Nicole Lawrence Communications	Steven Blackwell HR, ADA	Chloe Rankin Change Management	Chris Rodriguez Web Accessibility

HB21-1110: CU Anschutz Committee
Deliverables

1	**Standards & Guidelines**	Review campus policy and update CU Anschutz policy, guidelines, and standards in accordance with CU system policy updates.
2	**Actionable Plan**	Develop an actionable plan for units to address current high priority needs prior to the July 1 implementation of the law.
3	**Communications & Outreach**	Create a communications & outreach and training & resources plans to update campus community on digital accessibility compliance.
4	**Assessment & Gap Analysis**	Enable and lead a campus-wide needs assessment to develop a plan to address gaps in compliance.

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HB21-1110: CU Anschutz Scope
Immediate / High Impact Priorities

1

High Volume Public Use Technologies

| Websites |
| Comms & Promo Materials |
| Events |
| Digital Signage |
| Campus Tours & Maps |
| Enterprise Applications |

2

High Traffic Student Assets

| Learning Management Systems |
| Instructional design |
| School/college subsites |
| Service Desk |

3

Regulatory Required Sites

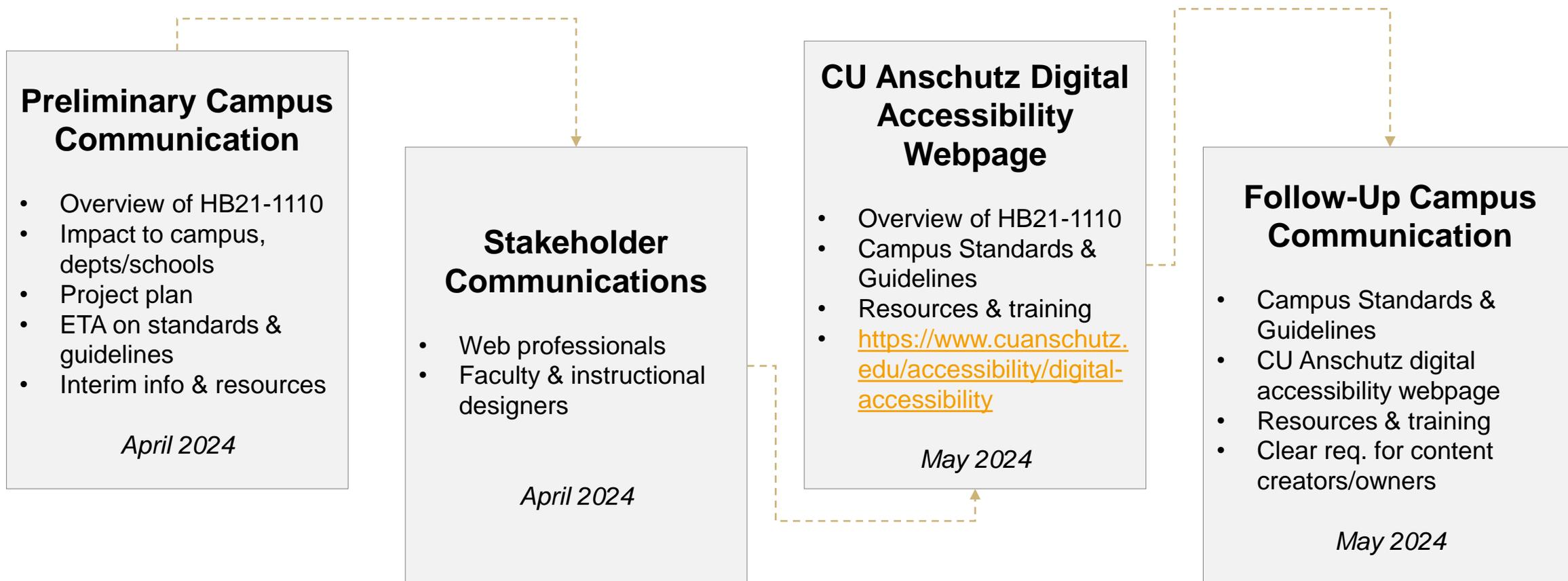| Student portal (grades, transcripts) |
| Staff portal (time reporting, HR) |

4

Procurement

| Accessibility checks integrated into purchases of technology |

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HB21-1110: CU Anschutz Scope
Communications Strategy; Additional Support & Resources

Preliminary Campus Communication

- Overview of HB21-1110
- Impact to campus, depts/schools
- Project plan
- ETA on standards & guidelines
- Interim info & resources

April 2024

Stakeholder Communications

- Web professionals
- Faculty & instructional designers

April 2024

CU Anschutz Digital Accessibility Webpage

- Overview of HB21-1110
- Campus Standards & Guidelines
- Resources & training
- https://www.cuanschutz.edu/accessibility/digital-accessibility

May 2024

Follow-Up Campus Communication

- Campus Standards & Guidelines
- CU Anschutz digital accessibility webpage
- Resources & training
- Clear req. for content creators/owners

May 2024

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Effort & Impact in Numbers

13	Weeks
5	Subcommittees
20	Core Project Team Members
40⁺	Project related meetings

12	Presentations given on HB 21-1110
40	Faculty training attendees to date
37	Site owners received 1:1 support on Web Accessibility
15k	To be reached via Campus Communications

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Timeline & Progress

April

- ✓ *Project Plan*
- ✓ *Communications Plan*
- ✓ *Executive Comms Roadshow*
- ✓ *Campus Policy Drafted*
- ✓ *5 Subcommittees formed*
- ✓ *Initial Gap Analysis*
- ✓ *Web content owners notified*

May

- ✓ *Campus Accessibility Website*
- ✓ *Faculty & Instructional Design Trainings (ongoing)*
- ✓ *Web Content Owner Open Labs (ongoing)*
- ❑ *Campus-wide Communications (ongoing)*
- ❑ *Accessibility reporting workflow documented*

June

- ❑ *System Policy Finalized*
- ❑ *CU Anschutz Policy Finalized*

July & Beyond

- ❑ *Updated IT Procurement process launched to include Accessibility assessments & testing*
- ❑ *Long-term governance structure determined*
- ❑ *Program owner identified*
- ❑ *Accessibility Champions identified across campus*

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HB21-1110: Impact
Requirements and risks of non-compliance

All state agencies and local governments must be compliant with state standards by July 1, 2024.

Any individual with a disability that is subject to discrimination may bring a **civil action against the Colorado government entity.** The entity is subject to:
- A court order requiring compliance;
- Monetary damages;
- Attorney's fees;
- or A statutory fine of $3,500 payable to each plaintiff for each violation

*Liability for noncompliant content lies with the content owners. Since the University of Colorado is responsible for ensuring good faith compliance with standards required by this law by July 1, 2024, individual units will be responsible for making digital materials created or posted by their employees as compliant as possible.

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THANK YOU

PROPOSED CHANGES TO THE
RULES OF THE SCHOOL OF MEDICINE

Steven R. Lowenstein, MD, MPH

May 21, 2024

School of Medicine
UNIVERSITY OF COLORADO ANSCHUTZ MEDICAL CAMPUS

RECOMMENDATIONS FROM:
FALC, Senate, faculty & administrative leaders ,LCME Accreditation Leads, Campus EVC, others

APPROVAL BY DEAN AND EXECUTIVE VICE-CHANCELLOR
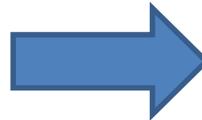
REVIEW BY
RULES AND GOVERNANCE COMMITTEE
(April –May 2024)

EXECUTIVE COMMITTEE

FACULTY SENATE

EXECUTIVE FACULTY*

- *500 Responses*
- *Approval by two-thirds*

*Faculty (≥ 0.5 FTE) in regular, research or clinical practice series who are at the rank of Instructor or above

NOT INCLUDED IN PHASE 1

- Faculty titles and tracks

- Promotion time clock

- Promotion dossier requirements

- Changes to the promotion matrix

General Edits

- Gendered language is removed.

- Updates to language and references to Campus and CU System policies.

- Preamble edited to ensure consistency with:
  - System policies regarding shared governance;
  - Updated references to LCME accreditation standards (re: faculty oversight of MD curriculum).

- Department chairs' responsibilities
  - To reflect updates Campus/System policies.

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SOM Administration

- <u>Departmental Reviews</u>
  - *Each department* ~~shall~~ *may undergo a periodic review of its programs according to a schedule established by the dean.*

- <u>Dean's Role:</u>
  - *Academic and administrative head of the SOM*

- <u>Dean's Performance Reviews</u>
  - ~~*The academic and administrative performance of the Dean will be reviewed every five years, according to the Laws and Policies of the Regents.*~~
  - *The Chancellor of the AMC will review the academic and administrative performance of the Dean on a regular basis.*

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SOM Administration

- In absence of the Dean, the Sr. Associate Dean for Clinical Affairs, or in their absence, another Sr. Associate or Associate Dean designated by the Chancellor, shall serve as Acting Dean.

Executive Committee

- Adds as non-voting members:
  - The Associate Dean of the Ft. Collins Branch
  - Associate Dean for DEI.

Faculty Senate

- Restores Senate membership eligibility for Instructors/Sr. Instructors.

- Formalizes invitations to Sr. Assoc Deans to attend all Senate meetings (as non-voting members).

- Adds invitation to MSC President to attend Senate meetings (as a non-voting member).

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Edits to Promotion Policies

- Only full professors may vote on promotions/appointment to full professor.
- External referees *should* be faculty holding at least the academic rank being sought by the candidate; *However, exceptions may be made when external reviewers have specialized expertise.*
- All FPC members will be required to undergo Implicit Bias or equivalent training prior to serving on the committee.

Research Professor Series

- ~~In accordance with Regent policies~~, Faculty in the research professor series will ***usually*** be supported by non-general funds … ~~Faculty in the research professor series are at-will employees, in accordance with applicable state laws and University policies.~~

Professionalism

- Under "Shared Responsibilities," new language highlights faculty members' commitment to upholding SOM standards for professionalism.

- Unprofessional conduct identified during annual performance reviews may lead to a "Below Expectations" rating and subsequent requirement to participate in a PIA.

- Existing language: Professionalism may be considered during promotion, tenure, and post-tenure reviews.

Professionalism

- *Unprofessional conduct, especially if it is severe or repeated, may lead to an assessment and evaluation by the Office of Faculty Relations (OFR), the entity designated for this purpose by the SOM.*
  - The goals and responsibilities of OFR are articulated, along with the importance of Letters of Expectation and PIAs.

Meeting LCME Standards

- Changes to committee structures and reporting:
  - Student Admissions Committee
  - Curriculum Steering Committee
  - Council on Diversity
  - Student Research Committee
  - NEW: Committee for Continuous Quality Improvement of the MD Program

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Meeting LCME Standards

- Added: *The performance of clinical (volunteer) faculty members who have teaching responsibilities will be reviewed at least once every three years…by the Assessment, Evaluation and Outcomes Office and by the appropriate LIC or course director.*

- Teaching expectations will vary across different departments, branch campuses and LICs.

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Other Amendments

- Updated requirements for signing MPAs (not required for affiliate hospital-employed faculty).

- Amending the *Rules of the School of Medicine:*
  - Approval by Dean and EVC are required.
  - Lowers requirement for voting by Executive Faculty to 250

2024 Rules and Governance Committee

- *Judy Regensteiner, PhD*

- *Todd Kingdom, MD*

- *Cheryl Meguid, DNP, ACNP*

- *Andrew Sirotnak, MD,*

- *Lavanya Kondapalli, M.D.*