

**Faculty Council Meeting**  
**Meeting Minutes**  
Monday, April 18, 2022  
4:00-5:30PM – ZOOM Meeting

Timing	Agenda Item	Presenter	Summary of discussion	Action items/Motions/ Votes
4:02-4:08PM	Welcome and Chair Announcements	Darin Croft	Dr. Croft called the meeting to order at 4:02PM. There is still time for those interested in running for the vacant positions to submit their statements of interest. It was hoped that there would be at least two nominees for each vacancy. Members with terms expiring this year should ensure that their department elects their replacement by the end of April.	Nicole Deming will provide an update of the open positions.  Anyone interested in drafting a proposal for the ad hoc committee on Community Engagement should contact Dr. Croft. Jonathan Haines' presentation from November is uploaded in BOX.
4:08-4:09PM	Approval of the March 21 Faculty Council Minutes		A correction was made in the attendance recorded in the March 21 minutes.  Cynthia Kim was introduced as the new Assistant Director of Faculty Affairs in the Office of Faculty Affairs & HR.	The minutes were accepted as corrected.
4:09-4:12PM	Faculty Council Steering Committee Report of Activities	Matthias Buck	Dr. Buck presented a summary report of activities for the April 4 Faculty Council Steering Committee meeting.	
4:12-4:22PM	Update from the Faculty Senate Ex Com Representative	Robert Bonomo	Dr. Bonomo provided a summary of the Faculty Senate and Faculty Senate Executive Committee Meetings. He noted the concern expressed on a university level regarding the current conflict in the Ukraine and the full support to the CWRU community. Covid control is going well.	
4:22-4:40PM	Committee on Medical Education Update on Curriculum Changes	Corinne Bazella	Dr. Bazella provided a summary of the calendar and curriculum changes effective for the class of 2026.	

4:40-4:52PM	Medical Student Admissions Committee Charge	Julian Stelzer	Dr. Stelzer summarized the changes and reasons behind revising the Admissions Committee charge and changing the name of the committee to the Medical Student Admissions Committee (MSAC).	The proposal put forward by the committee does not require a second.  Vote: 45 were in favor, 0 were against, and 1 abstained. The motion is approved.
4:52-5:29PM	Title IX Report	Rachel Lutner	Rachel Lutner, Senior Vice President in the Office of Equity, provided an overview of Title IX including information on available support for students experiencing sexual harassment, the CWRU Sexual Harassment Policy, conduct that constitutes sexual harassment and sexual violence, and how to be a Responsible Employee and what must be reported to Equity.	
5:29-5:30PM	New Business		There was some concern that the meeting was being recorded. It will not be saved after the fact.  Dr. Croft stated that since it was 5:30 and time to adjourn, any new business items should be sent to him and they will be added to the May Faculty Council Meeting agenda.	
5:30PM	Adjourn			Dr. Croft declared the meeting adjourned.

**Members Present**

Moises Auron  
Blaine (Todd) Bafus  
Corinne Bazella  
Robert Bonomo  
Neil Bruce  
Matthias Buck  
Aleece Caron  
Mohammad Chaaban  
Darin Croft  
Margot Damaser  
David DiLorenzo  
Jonathan Emery  
Wendy Goodman  
Thomas Gerken  
Matthew Grabowski  
Peter Harte

Amy Hise  
Alex Huang  
Alyssa Hubal  
Jessie Jean-Claude  
Andrew Jones  
Peter K. Kaiser  
Vinod Labhasetwar  
Erin Lamb  
Kelly Lebak  
Lia Logio  
Peter MacFarlane  
Danny Manor  
William Merrick  
Sam Mesiano  
David Mihal  
Dean Nakamoto

Anastasia Rowland-Seymour  
Elie Anthony Saade  
Hemalatha Senthilkumar  
Linda Dalal Shiber  
Usha Stiefel  
Ben Strowbridge  
Daniel Tisch  
Satish Viswanath  
Johannes von Lintig  
Mark Walker  
Susan Wang  
James Wilson  
Jamie Wood  
Wei Xiong  
Samina Yunus

**Members Absent**

Melissa Bonner  
Dan Cai  
Bryan Carroll  
Jae Sung-Cho  
Katherine DiSano  
Corinna Falck-Ytter  
Stephen Fink  
Robert Geertman  
Stan Gerson  
Alia Hdeib  
Jeffrey Hopcian

Eric W. Kalar  
Ankur Kalra  
Thomas J. Knackstedt  
Vijaya Kosaraju  
Sangeeta Krishna  
Bill Leatherberry  
Mariel Manlapaz  
Jennifer McBride  
Nathan Mesko  
Rocio Moran  
Attila Nemeth

George Ochenjele  
Nimitt Patel  
Arne Rietsch  
Tamer Said  
Ashleigh Schaffer  
Jacek Skowronski  
Courtney Smalley  
Joseph Tagliaferro  
Sarah Tehranisa  
Allison Vidimos

**Others Present**

Nicole Deming  
Joyce Helton  
Cynthia Kim

Cynthia Kubu  
Rachel Lutner

Marvin Nieman  
Julian Stelzer

# Today's agenda

1. Chair's Announcements (Darin Croft)
2. Approve Minutes from March Meeting
3. Steering Committee Report (Matthias Buck)
4. Committee on Medical Education Curriculum Update (Corinne Bazella)
5. Revised Medical Student Admissions Committee Charge (Julian Stelzer)
6. Faculty Senate Executive Committee (Robert Bonomo)
7. Office of Equity/Title IX Presentation (Rachel Lutner)
8. New Business

# School of Medicine Elections

**\*\*\*Deadline extended to April 22 (this Friday)\*\*\***

- Standing committee openings (22 total)
  - Bylaws (2 seats)
  - Appointments, Promotions, and Tenure (5 seats: certain rank/TT status reqs.)
  - Biomedical Research (2 seats, one from VA)
  - Budget, Finance and Compensation (2 seats)
  - Committee on Medical Students (2 seats)
  - Lecture (1 seat)
  - Medical Education (4 seats)
  - Medical Student Admissions (3 seats)
  - Nomination and Elections (3 seats from UH, VA, SOM basic science dept.)
- Please encourage your colleagues (incl. junior ones) to run!
  - Contact Nicole Deming ([nmd11@case.edu](mailto:nmd11@case.edu)) for additional information



**CASE WESTERN RESERVE**  
**UNIVERSITY**  
SCHOOL OF MEDICINE



University  
Hospitals



Cleveland Clinic



**Metro  
Health**

**VA**



U.S. Department  
of Veterans Affairs

# June 13th Faculty Council Meeting

**\*\*\* Hybrid format \*\*\***

- Will take place in Wolstein Auditorium
- Year-end reception to follow
- Please mark your calendar and plan to attend!

# Departmental Representatives

- Does your term expire at the end of this year?
- If so, your department must elect a replacement by April 30th
  - You can check when your term expires by looking at the Faculty Council roster on the Faculty Affairs website (<https://case.edu/medicine/faculty-staff/faculty-affairs-hr>)
  - You can also email Nicole Deming (nmd11@case.edu) or to Darin Croft (dac34@case.edu)



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Cleveland Clinic



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Health

VA



U.S. Department  
of Veterans Affairs

# May 16<sup>th</sup> Faculty Council meeting

- We will elect \*Faculty Council representatives\* to the Nominations and Elections and Steering committees
  - Please consider running for election!
  - Contact Scott Howard ([n.scott.howard@uhhospitals.org](mailto:n.scott.howard@uhhospitals.org)) or Nicole Deming ([nmd11@case.edu](mailto:nmd11@case.edu)) if interested or for additional information
- Agenda items be submitted by April 19th (tomorrow - Tuesday!)
  - Send to Darin Croft ([dac34@case.edu](mailto:dac34@case.edu)) and Nicole Deming ([nmd11@case.edu](mailto:nmd11@case.edu))
  - Steering Committee will meet on Mon., May 2<sup>nd</sup> (3:30-5:00 pm)



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UNIVERSITY  
SCHOOL OF MEDICINE



University  
Hospitals



Cleveland Clinic



Metro  
Health

VA

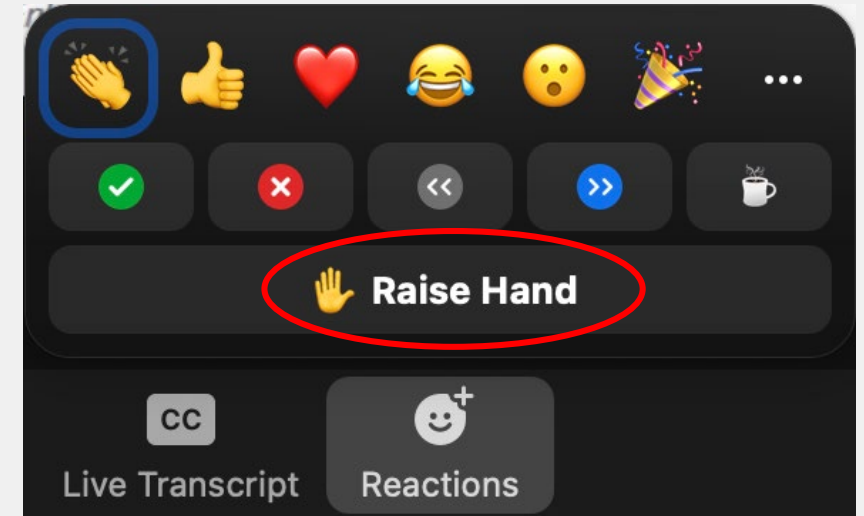


U.S. Department  
of Veterans Affairs



# Have something to say?

- Raise your hand (Reactions menu) (and lower when done).
- Wait to be acknowledged.
- Be clear and to the point.
- Please do not have side conversations or ask questions in the Chat; we want everyone to participate equally in the discussion.



**Faculty Council Meeting**  
**Draft Meeting Minutes**  
Monday, March 21, 2022  
4:00-5:30PM – ZOOM Meeting

Timing	Agenda Item	Presenter	Summary of discussion	Action items/Motions/ Votes
4:04-4:08PM	Welcome and Chair Announcements	Darin Croft	<p>Dr. Croft called the meeting to order at 4:04PM. Any agenda items for the Faculty Council Meeting on April 18 must be submitted by March 22 to Dr. Croft or Nicole Deming. He reminded those members whose Faculty Council term ends this year to notify their departments so replacements can be solicited; the department must elect a replacement by April 30. Any statements of interest for the vacancies on the NEC must be submitted by April 8.</p> <p>The third meeting of the SOM Faculty will be held on April 15 – 9:00-10:30AM.</p>	
4:08-4:09PM	Approval of February Faculty Council Minutes		There were no suggested edits/corrections to the February 28 Faculty Council Meeting Minutes.	<p>A motion was proposed by a FC member, and seconded by a FC member to approve the meeting minutes as presented.</p> <p>Vote: All were in favor, 0 were against, and 0 abstained. The motion is approved.</p>
4:09-4:11PM	Faculty Council Steering Committee Report of Activities	Matthias Buck	<p>Dr. Buck presented a summary report of activities for the March 7 Faculty Council Steering Committee meeting. It was noted that Dr. Elie Saade, who had volunteered to put together a Faculty Council newsletter, has to postpone his participation indefinitely.</p> <p>As new business, Dr. Buck initiated discussion on a new kind of tenured faculty appointment between the School of Medicine and UH which could require clarification. Finance has taken up the matter and will update the FCSC and then Faculty Council.</p>	Anyone interested in volunteering to work on the Faculty Council newsletter should contact Dr. Buck.

4:11-4:39PM	Presentation on Research at the Cleveland Clinic	Serpil Erzurum	Dr. Erzurum, the Chief Research and Academic Office for the Lerner Research Institute provided an overview of research being conducted at the Cleveland Clinic.	
4:39-4:56PM	Report on the Committee for Biomedical Research	Tony Wynshaw-Boris	Dr. Wynshaw-Boris, Chair of the Committee for Biomedical Research and the Research Portfolio, provided an overview of the committee's activities and areas of focus.	
4:56-5:01PM	Report 2020-2021 Committee on Appointments, Promotions and Tenure	Bill Schiemann	Dr. Schiemann presented the Promotion and Tenure statistical report for the 2020-2021 academic year.	
	Update from the Faculty Senate Ex Com Representative	Robert Bonomo	Dr. Bonomo will present an overview of the topics discussed at the February and March Faculty Senate Meetings next month; he was unable to update today.	
5:01PM	New Business		When the committee was polled, no new business topics were suggested.	
5:01PM	Adjourn		There being no further business to be discussed, a motion was made to adjourn the meeting.	A motion was proposed by a FC member, and seconded by a FC member to adjourn the meeting. Vote: All were in favor, 0 were against, and 0 abstained. The motion is approved. The meeting adjourned at 5:01PM.

**Members Present**

Blaine (Todd) Bafus  
Robert Bonomo  
Neil Bruce  
Matthias Buck  
Dan Cai  
Aleece Caron  
Mohammad Chaaban  
Darin Croft  
Margot Damaser

Alyssa Hubal  
Jessie Jean-Claude  
Andrew Jones  
Peter K. Kaiser  
Erin Lamb  
Kelly Lebak  
Lia Logio  
Peter MacFarlane  
Danny Manor

Arne Rietsch  
Anastasia Rowland-Seymour  
Ashleigh Schaffer  
Hemalatha Senthilkumar  
Linda Dalal Shiber  
Usha Stiefel  
Ben Strowbridge  
Joseph Tagliaferro  
Johannes von Lintig

William Merrick

Wendy Goodman  
Amy Hise  
Jeffrey Hopcian  
Alex Huang

Sam Mesiano  
David Mihal  
Dean Nakamoto  
George Ochenjele

Mark Walker  
Susan Wang  
James Wilson  
Jamie Wood

**Members Absent**

Moises Auron  
Corinne Bazella  
Melissa Bonner  
Bryan Carroll  
Jae Sung-Cho  
David DiLorenzo  
Katherine DiSano  
Jonathan Emery  
Corinna Falck-Ytter  
Stephen Fink  
Robert Geertman  
Thomas Gerken  
Stan Gerson

Matthew Grabowski  
Peter Harte  
Alia Hdeib  
Eric W. Kalar  
Ankur Kalra  
Thomas J. Knackstedt  
Vijaya Kosaraju  
Sangeeta Krishna  
Vinod Labhasetwar  
Bill Leatherberry  
Mariel Manlapaz  
Jennifer McBride

Nathan Mesko  
Rocio Moran  
Attila Nemeth  
Nimit Patel  
Elie Anthony Saade  
Jacek Skowronski  
Courtney Smalley  
Sarah Tehranisa  
Daniel Tisch  
Allison Vidimos  
Satish Viswanath  
Wei Xiong  
Samina Yunus

**Others Present**

Nicole Deming

Joyce Helton

William Schiemann

Serpil Erzurum  
Jonathan Haines

N. Scott Howard  
Chris Moravec

Anthony Wynshaw-Boris

# Calendar and Curriculum Changes Effective Class of 2026

Committee on Medical Education

Corinne Bazella MD

April 18, 2022

# Curricular Change

**Challenge:** Medical students have limited time for career exploration after finishing their core clerkships (M3) prior to the deadlines for residency applications.

**Process:**

- Commitment for University Program(UP) and College Program (CP) clinical rotations to remain aligned
- UP: Task force created Spring 2021- stakeholders then divided into M1-4 taskforces; these taskforces reported recommendations to JCOG (Joint Clinical Oversight Group) and WR2 curriculum committee respectively which then reported to CME committee for approval
- CP: CCLCM leadership, Curriculum Steering Committee, CEC, BSE worked with their program and faculty and will report to CME committee.

# University Program Curriculum- Current

## Foundations of Medicine and Health- Years 1&2

July – mid-May Year 1				No Instruction	August – mid-March Year 2	
Block 1	Block 2	Block 3	Block 4	Summer Break	Block 5	Block 6

## Clerkship Phase- Year 3

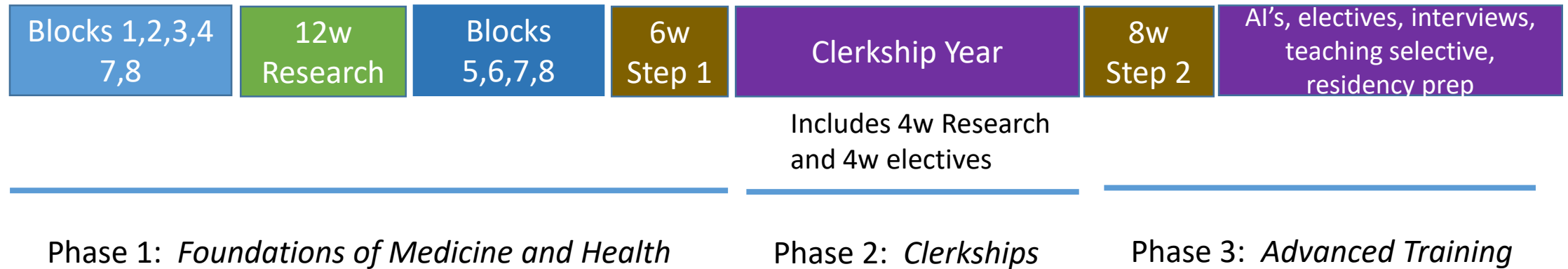
Mar/Apr	July-December		Jan-June
Board Study- Step 1 (6-8 weeks)	Core Clerkship Rotations  Research 8 weeks included	3 w k B r e a k	Core Clerkship Rotations

## Advanced Training Phase Year 4- Acting Internships, Electives, Research, Board Study- Step 2

July	August	Sept Residency Application Due	Oct	Nov	Dec	Jan	Feb	March	April	May
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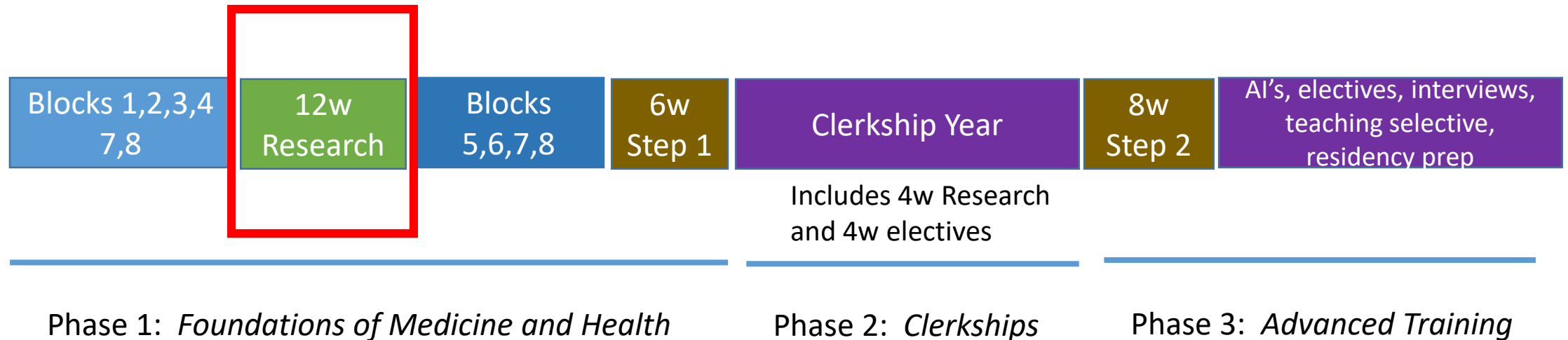
# Curriculum Structure- New Shifts



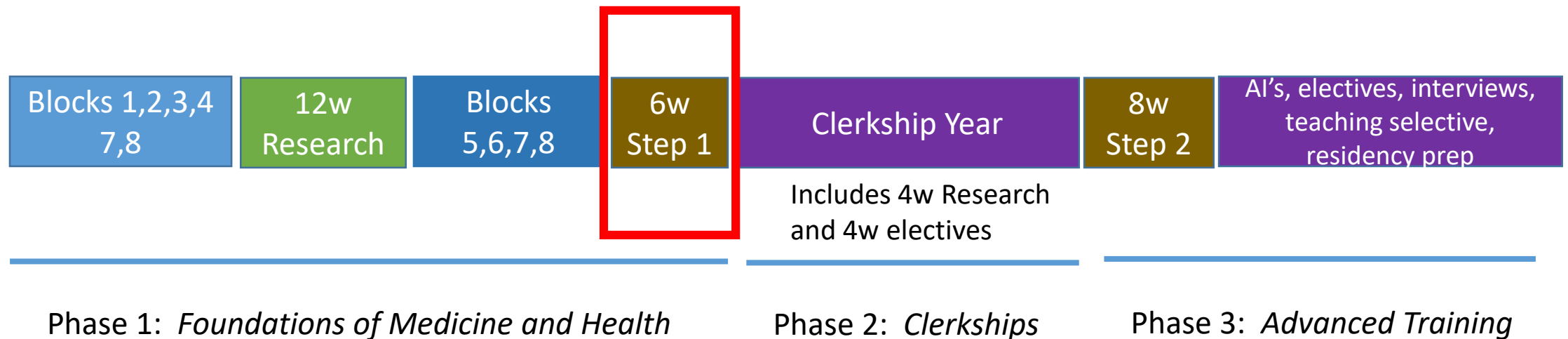
- Completion of first 12w of research between Years 1&2
- Adjustment of allotted Step 1/Step 2 study time
- Early May start to clerkships
- Fourth year required Residency prep
- Fourth year required Teaching Selective

\*Not drawn to scale

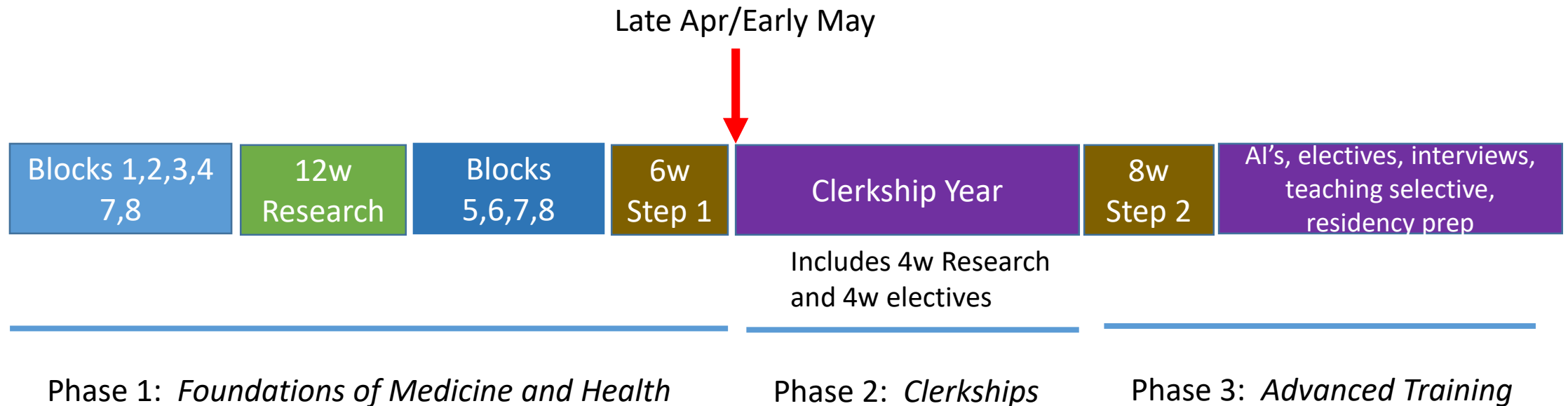
# 1: Require 12w research, 5 Flex days during this time



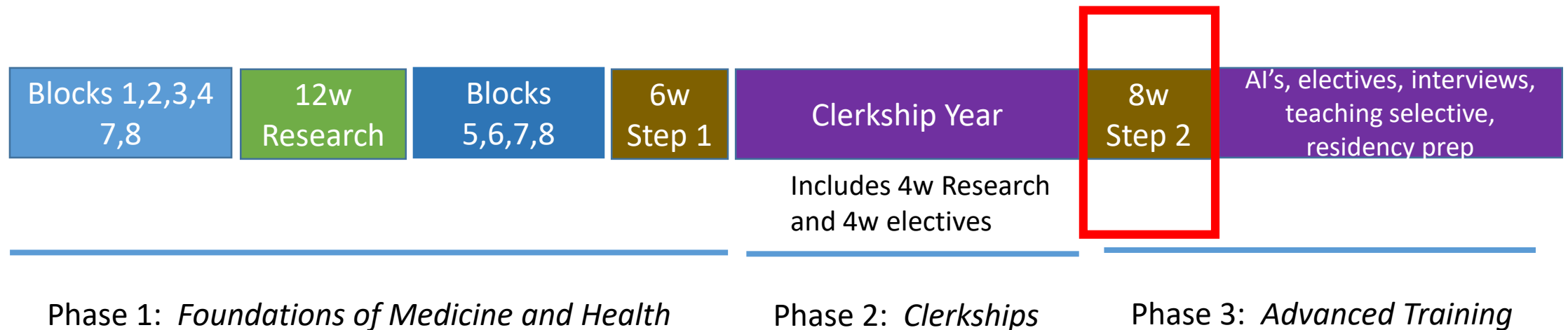
## 2: Step 1 study shifts from typical 8w to 6w



# Result: Clerkships will begin late Apr/early May

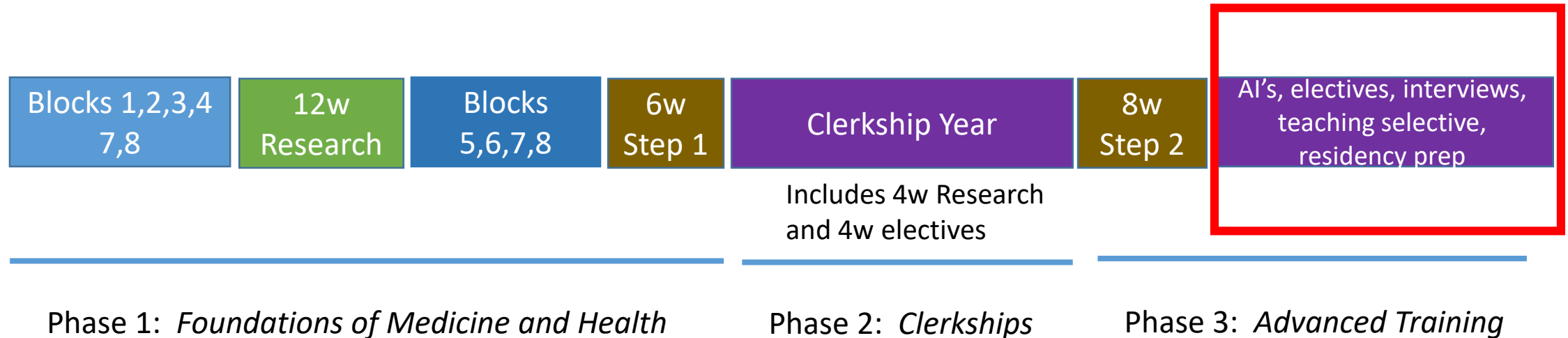


# 3: Allow for 8w study for Step 2



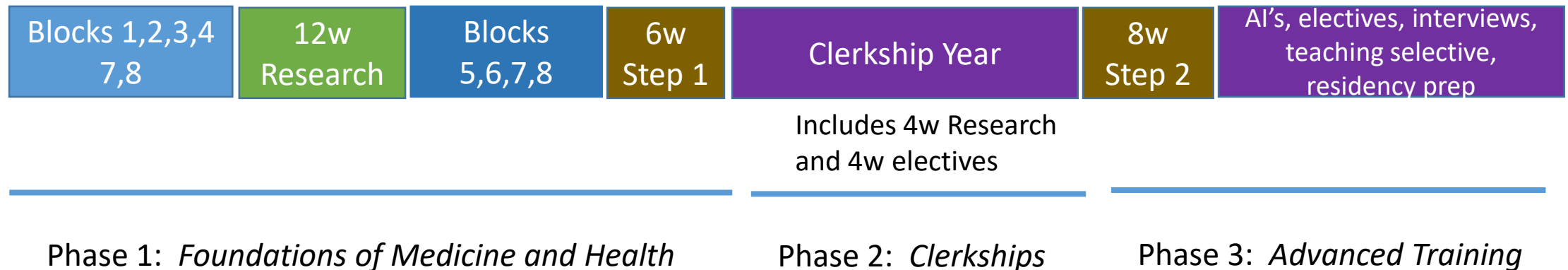
# 4: Requirement for teaching selective and residency prep in 4<sup>th</sup> year

TBD – # required weeks of electives, teaching selective, and residency prep



# Next Steps

- Planning residency prep experiences for all UP students
- Developing new teaching/education electives
- Preparing students for earlier research
- Creating plans/opportunities for students who need more time



# Faculty Comments

## Questions?

CME is an open committee. We invite and welcome your insight.



# CASE WESTERN RESERVE UNIVERSITY SCHOOL OF MEDICINE ADMISSIONS COMMITTEE

## Charge:

The Committee participates in both annual decision-making regarding individual applicants and in the establishment of admissions policy and procedure. The Committee will recommend standards of Medical School admission for undergraduate medical students and M.D./Ph.D. candidates, assist in the interview process, and approve candidates for; 1) the traditional CWRU MD program (“the University Program”), 2) the Cleveland Clinic Lerner College of Medicine of CWRU program (“the College Program”), and 3) the Medical Scientist Training program (“the MSTP program”) for admission.

## Membership:

The Committee will have nine members elected from among the full-time faculty. At least 3 of the elected members shall be from preclinical departments and at least 5 of the elected members shall be from clinical departments. The dean may appoint up to four additional full-time faculty to serve as members of the committee. These elected and appointed faculty committee members will have voting privileges and each shall serve a five-year term. Members may serve consecutive terms without limit.

One Society Dean, appointed by the Chair of Faculty Council in consultation with the Associate Dean for Admissions, and the Medical Education Director of Diversity Initiatives and Community Outreach Programs or their designees, shall serve ex officio with voting privileges; the Associate Dean for Admissions, Assistant Dean for Admissions and the Director of Admissions will serve ex officio without voting privileges.

The Committee will also include four slots to be filled by medical students: two from the second year class and one from the third and fourth year classes, respectively. One of the second year class committee members shall be elected by the medical student body; the other slot shall be filled on a rotating basis by the chairs of the Student Committee on Admissions (SCA), with an election occurring within this group at the end of second year to name the third year representative. Both second year committee members shall serve without voting privileges. The third and fourth year student committee member slots will be filled respectively, on a rotating basis by these elected students. Only one of the third year students and one of the fourth year students will be expected to attend each committee meeting, and the one student in attendance from each of those two classes shall have voting privileges. All student committee members must remain in good standing with no significant academic difficulties.

The quorum required to conduct the Committee’s business shall be 1) the presence of 50% or more of the voting members with 2) at least half of the voting members present being elected or appointed faculty members.

The Admissions Committee of the School of Medicine has final authority for the University Program, the College Program, and the MSTP Program admissions decisions. The Admissions Committee works with two admissions subcommittees, one from the College Program and one from the MSTP Program, both of whom submit recommendations for acceptance of candidates with final approval made by the Admissions Committee of the School of Medicine. The subcommittees may appeal to the Admissions Committee for formal reconsideration of a negative acceptance decision by the Admissions Committee; the Admissions Committee vote on reconsideration represents the final decision and will prevail.

Due to the sensitive nature of the admission process, faculty and students serving on the committee and subcommittees must maintain the highest levels of confidentiality and professionalism. Alleged breaches of these standards will be reviewed by the committee and by

CASE WESTERN RESERVE UNIVERSITY SCHOOL OF MEDICINE  
ADMISSIONS COMMITTEE

the Associate Dean for Admissions, and may be referred to other administrative offices as required by Faculty Handbook and University Policy, with appropriate action taken at their discretion.

September 19, 2016 amended by Faculty Council September 21, 2015, amended by Faculty Council April 1, 2013, amended by Faculty Council  
May 15, 2007, amended by Faculty Council April 25, 2003, amended by Faculty Council  
October 19, 2001, approved by Faculty of Medicine December 11, 2000, amended by Faculty Council  
December 19, 1983, amended by Steering Committee of Faculty Council October 11, 1982, original charge approved by Faculty Council

## CASE WESTERN RESERVE UNIVERSITY MEDICAL STUDENT ADMISSIONS COMMITTEE

1 Charge:

2 (old)

3 The Committee participates in both annual decision-making regarding individual applicants and  
4 in the establishment of admissions policy and procedure. The Committee will recommend  
5 standards of Medical School admission for undergraduate medical students and M.D./Ph.D.  
6 candidates, assist in the interview process, and approve candidates for; 1) the traditional CWRU  
7 MD program (“the University Program”), 2) the Cleveland Clinic Lerner College of Medicine of  
8 CWRU program (“the College Program”), and 3) the Medical Scientist Training program (“the  
9 MSTP program”) for admission.

10

11 (new)

12 The Medical Student Admissions Committee (MSAC) participates in both annual decision-  
13 making regarding individual applicants and in the establishment of admissions policy and  
14 procedure. The committee will recommend standards of Medical School admission for  
15 undergraduate medical students and M.D./Ph.D. candidates, assist in the interview process,  
16 and approve candidates for; 1) the traditional CWRU MD program (“the University Program”),  
17 2) the Cleveland Clinic Lerner College of Medicine of CWRU program (“the College Program”),  
18 and 3) the Medical Scientist Training program (“the MSTP program”) for admission.

19

20 *Justification: Committee name change (already approved by FC on 2/28/2022).*

21

22 Membership:

23 (old)

24 The Committee will have nine members elected from among the full-time faculty. At least 3 of  
25 the elected members shall be from preclinical departments and at least 5 of the elected  
26 members shall be from clinical departments. The dean may appoint up to four additional full-  
27 time faculty to serve as members of the committee. These elected and appointed faculty  
28 committee members will have voting privileges and each shall serve a five-year term. Members  
29 may serve consecutive terms without limit.

30

31 (new)

32 The committee will have nine members elected from among the full-time faculty. Three of the  
33 elected members shall be from basic science departments and six of the elected members shall  
34 be from clinical departments. The dean may appoint up to four additional full-time faculty to  
35 serve as members of the committee. These elected and appointed faculty committee members  
36 will have voting privileges and each shall serve a five-year term. To be eligible for membership  
37 on the committee, individuals should have completed at least one-year of applicant interviews  
38 for the University Program, College Program, or MSTP Program (10 interviews minimum).  
39 Members may serve a maximum of two consecutive terms, but are eligible to rejoin following a  
40 one-year hiatus from the committee.

41

42 *Justification: More precise language. New condition for membership eligibility (experience in  
43 applicant interview process). New limit on membership terms.*

CASE WESTERN RESERVE UNIVERSITY MEDICAL STUDENT  
ADMISSIONS COMMITTEE

44

45 (old)

46 One Society Dean, appointed by the Chair of Faculty Council in consultation with the Associate  
47 Dean for Admissions, and the Medical Education Director of Diversity Initiatives and Community  
48 Outreach Programs or their designees, shall serve ex officio with voting privileges; the Associate  
49 Dean for Admissions, Assistant Dean for Admissions and the Director of Admissions will serve ex  
50 officio without voting privileges.

51

52 (new)

53 One Society Dean, appointed by the Chair of Faculty Council in consultation with the Associate  
54 Dean for Admissions, and the Medical Education Director of Diversity Initiatives and Community  
55 Outreach Programs or their designees, shall serve ex officio with voting privileges. The  
56 Associate Dean for Admissions, Senior Associate Director of Admissions and Financial Aid, and  
57 Assistant Dean for Admissions, will serve ex officio without voting privileges.

58

59 *Justification: Easier to read in two sentences. The 'Director of Admissions' was replaced with*  
60 *the 'Senior Associate Director of Admissions and Financial Aid' as non-voting ex-officio member*  
61 *to reflect an added responsibility of the former 'Director of Admissions'.*

62

63 (old)

64 The Committee will also include four slots to be filled by medical students: two from the second  
65 year class and one from the third and fourth year classes, respectively. One of the second year  
66 class committee members shall be elected by the medical student body; the other slot shall be  
67 filled on a rotating basis by the chairs of the Student Committee on Admissions (SCA), with an  
68 election occurring within this group at the end of second year to name the third year  
69 representative. Both second year committee members shall serve without voting privileges.  
70 The third and fourth year student committee member slots will be filled respectively, on a  
71 rotating basis by these elected students. Only one of the third year students and one of the  
72 fourth year students will be expected to attend each committee meeting, and the one student  
73 in attendance from each of those two classes shall have voting privileges. All student  
74 committee members must remain in good standing with no significant academic difficulties.

75

76 (new)

77 The committee will have two voting student members, one from the second-year class and one  
78 from the fourth-year class. Given the nature of medical student commitments, two students  
79 from each class will be eligible to vote, ensuring that student participation will be maximized.  
80 For the first half of the admissions cycle, one student from the second-year Student Committee  
81 on Admissions (SCA) group will vote at each meeting. Permanent student committee members  
82 will then be elected near the end of the first semester by the medical student body, normally  
83 from members of the SCA who wish to be considered. Certain situations may lead to non-SCA  
84 members being considered for election. These elected second-year student members will serve  
85 as eligible voting members of the committee for the duration of this admissions cycle, with one

CASE WESTERN RESERVE UNIVERSITY MEDICAL STUDENT  
ADMISSIONS COMMITTEE

86 voting at each meeting. In the third year, these elected student members will not attend  
87 admissions committee meetings and will serve as application screeners, returning as voting  
88 members in their fourth year. Fourth-year medical students may also serve as application  
89 screeners, based on their availability.

90

91 *Justification: Number of voting student members reduced from four to two to conform to Bylaws*  
92 *2.6b: Standing Committees of the Faculty of Medicine: The majority of the voting members of*  
93 *each of these Standing Committees shall be elected by the regular members of the Faculty of*  
94 *Medicine. It is important for the committee to have student representation and engagement,*  
95 *however, students have the opportunity to contribute to the discussion regardless of their voting*  
96 *status so the reduction in student voting members will not diminish their significance.*

97

98 (old)

99 No existing text on committee Chair.

100

101 (new)

102 The MSAC Chair will be appointed from amongst elected or appointed faculty committee  
103 members by the Chair of the Faculty Council upon recommendation by the Associate Dean for  
104 Admissions, with interest solicited from current committee members. Chair selection will be  
105 based on several criteria including: years of service on the committee, familiarity with medical  
106 school admissions processes, leadership skills, organizational skills, and commitment to  
107 diversity and inclusion. The appointed Chair will serve a five-year term, unless deemed  
108 otherwise by the Chair of the Faculty Council and/or upon recommendation by the Associate  
109 Dean for Admissions. The MSAC Chair may serve a maximum of two consecutive terms, and is  
110 eligible to rejoin the committee as a regular member or chair following a one-year hiatus.

111

112 *Justification: New stipulations on the appointment, term-limit and desired qualifications of the*  
113 *MSAC Chair.*

114

115 (old)

116 The quorum required to conduct the Committee's business shall be 1) the presence of 50% or  
117 more of the voting members with 2) at least half of the voting members present being elected  
118 or appointed faculty members.

119

120 (new)

121 The quorum required to conduct the committee's business shall be the presence of 50% or  
122 more of the voting members.

123

124 *Justification: Given the composition of MSAC membership, the second 'old' condition was*  
125 *inherent to the first and, therefore, redundant and potentially confusing.*

126

127 (old)

128 The Admissions Committee of the School of Medicine has final authority for the University  
129 Program, the College Program, and the MSTP Program admissions decisions. The Admissions

## CASE WESTERN RESERVE UNIVERSITY MEDICAL STUDENT ADMISSIONS COMMITTEE

130 **Committee** works with two admissions subcommittees, one from the College Program and one  
131 from the MSTP Program, both of whom submit recommendations for acceptance of  
132 candidates with final approval made by the **Admissions Committee of the School of Medicine**.  
133 The sub-committees may appeal to the **Admissions Committee** for formal reconsideration of a  
134 negative acceptance decision by the **Admissions Committee**; the **Admissions Committee** vote  
135 on reconsideration represents the final decision and will prevail.

136

137 **(new)**

138 The **Medical Student** Admissions Committee of the School of Medicine has final authority for  
139 the University Program, the College Program, and the MSTP Program admissions decisions. The  
140 **MSAC** works with two admissions subcommittees, one from the College Program and one from  
141 the MSTP Program, both of whom submit recommendations for acceptance of candidates with  
142 final approval made by the **MSAC**. The subcommittees may appeal to the **MSAC** for formal  
143 reconsideration of a negative acceptance decision by the **MSAC**; the **MSAC** vote on  
144 reconsideration represents the final decision and will prevail.

145

146 *Justification: Committee name change (already approved by FC on 2/28/2022).*

147

148 **(old) = (new)**

149 Due to the sensitive nature of the admission process, faculty and students serving on the  
150 committee and subcommittees must maintain the highest levels of confidentiality and  
151 professionalism. Alleged breaches of these standards will be reviewed by the committee and by  
152 the Associate Dean for Admissions, and may be referred to other administrative offices as  
153 required by Faculty Handbook and University Policy, with appropriate action taken at their  
154 discretion.

155

156 *Justification: Not needed (no change).*

157

158

159

160

161

162

163 *September 21, 2015, amended by the Faculty Council*

164 *April 1, 2013, amended by Faculty Council*

165 *May 15, 2007, amended by Faculty Council*

166 *April 25, 2003, amended by Faculty Council*

167 *October 19, 2001, approved by Faculty of Medicine*

168 *December 11, 2000, amended by Faculty Council*

169 *December 19, 1983, amended by Steering Committee of Faculty Council*

170 *October 11, 1982, original charge approved by Faculty Council*

171

CASE WESTERN RESERVE UNIVERSITY MEDICAL STUDENT  
ADMISSIONS COMMITTEE

172

173

## CASE WESTERN RESERVE UNIVERSITY MEDICAL STUDENT ADMISSIONS COMMITTEE

### 1 Charge:

2 The Medical Student Admissions Committee (MSAC) participates in both annual decision-  
3 making regarding individual applicants and in the establishment of admissions policy and  
4 procedure. The committee will recommend standards of Medical School admission for  
5 undergraduate medical students and M.D./Ph.D. candidates, assist in the interview process,  
6 and approve candidates for; 1) the traditional CWRU MD program (“the University Program”),  
7 2) the Cleveland Clinic Lerner College of Medicine of CWRU program (“the College Program”),  
8 and 3) the Medical Scientist Training program (“the MSTP program”) for admission.

### 9 Membership:

10 The committee will have nine members elected from among the full-time faculty. Three of the  
11 elected members shall be from basic science departments and six of the elected members shall  
12 be from clinical departments. The dean may appoint up to four additional full-time faculty to  
13 serve as members of the committee. These elected and appointed faculty committee members  
14 will have voting privileges and each shall serve a five-year term. To be eligible for membership  
15 on the committee, individuals should have completed at least one-year of applicant interviews  
16 for the University Program, College Program, or MSTP Program (10 interviews minimum).  
17 Members may serve a maximum of two consecutive terms, but are eligible to rejoin following a  
18 one-year hiatus from the committee.

19 One Society Dean, appointed by the Chair of Faculty Council in consultation with the Associate  
20 Dean for Admissions, and the Medical Education Director of Diversity Initiatives and Community  
21 Outreach Programs or their designees, shall serve ex officio with voting privileges. The  
22 Associate Dean for Admissions, Senior Associate Director of Admissions and Financial Aid, and  
23 Assistant Dean for Admissions, will serve ex officio without voting privileges.

24 The committee will have two voting student members, one from the second-year class and one  
25 from the fourth-year class. Given the nature of medical student commitments, two students  
26 from each class will be eligible to vote, ensuring that student participation will be maximized.  
27 For the first half of the admissions cycle, one student from the second-year Student Committee  
28 on Admissions (SCA) group will vote at each meeting. Permanent student committee members  
29 will then be elected near the end of the first semester by the medical student body, normally  
30 from members of the SCA who wish to be considered. Certain situations may lead to non-SCA  
31 members being considered for election. These elected second-year student members will serve  
32 as eligible voting members of the committee for the duration of this admissions cycle, with one  
33 voting at each meeting. In the third year, these elected student members will not attend  
34 admissions committee meetings and will serve as application screeners, returning as voting  
35 members in their fourth year. Fourth-year medical students may also serve as application  
36 screeners, based on their availability.

37



## CASE WESTERN RESERVE UNIVERSITY MEDICAL STUDENT ADMISSIONS COMMITTEE

38 The MSAC Chair will be appointed from amongst elected or appointed faculty committee  
39 members by the Chair of the Faculty Council upon recommendation by the Associate Dean for  
40 Admissions, with interest solicited from current committee members. Chair selection will be  
41 based on several criteria including: years of service on the committee, familiarity with medical  
42 school admissions processes, leadership skills, organizational skills, and commitment to  
43 diversity and inclusion. The appointed Chair will serve a five-year term, unless deemed  
44 otherwise by the Chair of the Faculty Council and/or upon recommendation by the Associate  
45 Dean for Admissions. The MSAC Chair may serve a maximum of two consecutive terms, and is  
46 eligible to rejoin the committee as a regular member or chair following a one-year hiatus.

47 The quorum required to conduct the committee's business shall be the presence of 50% or  
48 more of the voting members.

49 The Medical Student Admissions Committee of the School of Medicine has final authority for  
50 the University Program, the College Program, and the MSTP Program admissions decisions. The  
51 MSAC works with two admissions subcommittees, one from the College Program and one from  
52 the MSTP Program, both of whom submit recommendations for acceptance of candidates with  
53 final approval made by the MSAC. The subcommittees may appeal to the MSAC for formal  
54 reconsideration of a negative acceptance decision by the MSAC; the MSAC vote on  
55 reconsideration represents the final decision and will prevail.

56 Due to the sensitive nature of the admission process, faculty and students serving on the  
57 committee and subcommittees must maintain the highest levels of confidentiality and  
58 professionalism. Alleged breaches of these standards will be reviewed by the committee and by  
59 the Associate Dean for Admissions, and may be referred to other administrative offices as  
60 required by Faculty Handbook and University Policy, with appropriate action taken at their  
61 discretion.

62

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71

# Summary of Faculty Senate Meetings March 21 +, 2022

Robert A. Bonomo, MD

- **President and Provost** remarks
  - Provost: Concerns about Ukraine; full support of CWRU community;
  - Status of Covid control/Omicron/Boosters/Vaccine all “going well”; after Spring Break 99.7 % booster compliance/ no evidence of class transmission
  - Child Care Facility moving forward
  - 9% increase in Undergraduate enrollment; elevate academic excellence; will keep Student Faculty ratio at 11/1 – continued discussion
  - Senior VP Research and Tech management
  - Faculty Hiring North Star-highest caliber –diversity; Think Big/ Strategic Plan; too many departments with just 1 URM
  - Positive developments with Ohio Link
  - Case.edu/commencement
  - CWRU wide survey -Gallup
- **Bylaws**
  - Email can be used for notifying faculty of non-renewal of term appointments
  - Dean can consider the recommendation of the CAPT for secondary appointments
  - Department of BME –amendment (SOM and Engineering)

## Other Highpoints

- Loosing scholarships; academic nonperformance and tuition enhancements
- Ad hoc committee on Covid impact going forward;
- Approved status of the Department of Biomedical Engineering in 2 separate schools
- Concern about the diminishing number of non tenure track faculty
- Faculty Senate Committee on grad students all 15 initiatives approved
- Nutrition and Lifestyle Medicine –offer a minor
- Visual Design-minor
- Provost is trying to diversify the pool of lecturer's

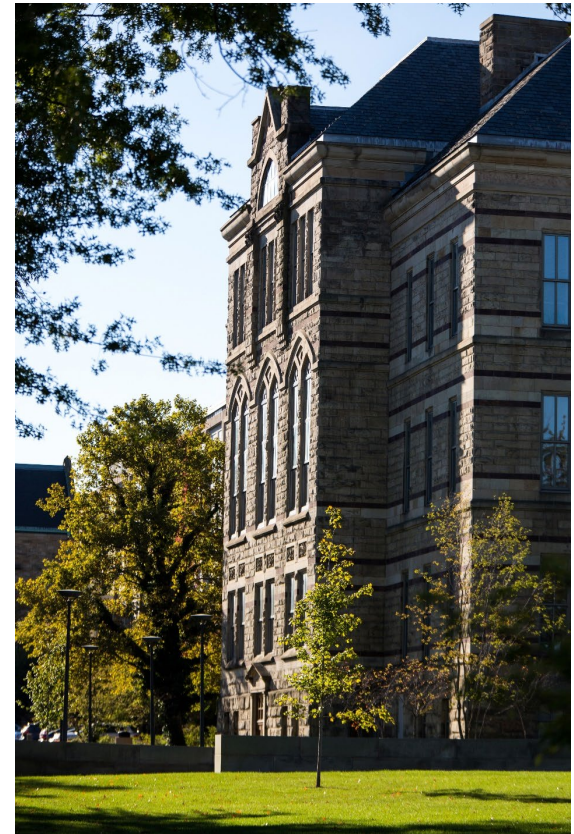
# Case Western Reserve University Office for Equity

Information for Responsible Employees About  
Reporting Discrimination and Harassment,  
Including Sexual Harassment and Sexual  
Violence

February 2022

# Presentation Objectives

- Introduce the Office of Equity
- Learn about support available for students experiencing sexual harassment
- Discuss the CWRU *Sexual Harassment Policy*
- Identify conduct that constitutes sexual harassment and sexual violence
- Learn about being a Responsible Employee and what must be reported to Equity
- Identify other kinds of discrimination and harassment



# Why are we talking about this? Sexual Harassment happens on university campuses.

- In a 2018 survey of 2162 medical students, 58.9% students reported being exposed to sexually harassing behavior, 31.8% reported unwanted physical sexual contact and 8.5% faced forced sexual contact such as oral, anal or vaginal penetration, intercourse and rape. Most victims (85%) identified as female. Perpetrators were mostly patients, followed by medical superiors and educators, and colleagues.
- Sexual harassment is not harmless 'flirting' or 'joking around'. Victims of sexual harassment are less likely to succeed at school. Students avoid classes. Employees disengage from work. Student victims report lower rates of overall health, lower GPAs and higher rates of mental health diagnoses and alcohol use. Employees use more sick days and are less productive.

**Most people do not report their experience. This is one reason why your role as a Responsible Employee is so important!**

# Title IX of Education Amendments of 1972

- No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.
- The Department of Education Office of Civil Rights (OCR) enforces Title IX and establishes regulations outlining the Universities responsibilities under Title IX.





# Title IX's impact on campus:

- Schools must provide students equal access to education regardless of gender, sexual orientation or gender identity.
- School must prevent and eliminate sexual harassment when it affects a student.
- Schools must use a process that is fair and respectful to all parties involved in a matter in which sexual misconduct is alleged.
- CWRU complies with Title IX through the Office for Equity.

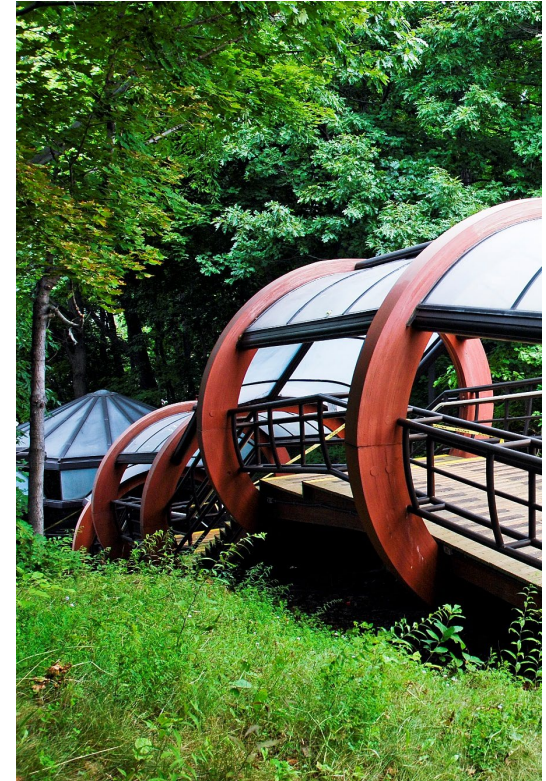


# Under Title IX, sexual violence is a severe form of sexual harassment

- **Sexual harassment** is UNWELCOME conduct that occurs between same sex or opposite sex persons, regardless of gender expression or identity. It can be verbal or physical, ex. unwelcome gifts, touching, innuendo, attention etc.
- Sexual violence is **conduct of a sexual nature** that occurs **without affirmative consent** or when one is **incapable of giving** affirmative consent.
- **Sexual assault** is sexual contact or intercourse without affirmative consent.
- **Sexual exploitation** is: causing someone to become incapable of giving (or withholding) consent; observing sexual activity without consent; sharing videos or pictures of sexual activity (such as on social media) without consent;.
- **Relationship violence** is violence or the threat of violence that is sexual, financial, emotional or psychological that may not include physical violence.
- **Stalking** is conduct directed at a person reasonably causes fear and substantial emotional distress.

# Reporting to the Office for Equity

- The university strongly encourages persons who experience sexual harassment to tell the Office of Equity about what happened. This is part of how CWRU complies with Title IX.
- **This doesn't always happen.** To ensure that people who need help receive it, most CWRU employees (Faculty, Staff) are Responsible Employees who share the information with the Office of Equity, so that the victim receives support, assistance and is informed of all options.
- The Office of Equity is reachable by email, drop in visit, appointment, phone, online form and text.



# Required Reporting: Responsible Employees

- All university faculty, staff, officials and student employees have the responsibility to report instances of potential sexual harassment in which that employee **learns the name of a person who** might benefit from outreach by the Office for Equity.
  - Report if you see or hear it or overhear it.
  - Report if you learn about it first hand, second hand or third hand, including if it is a rumor, so long as you know the name of a person who might have experienced the sexual harassment.
  - Report if you learn about it from a “confidential” conversation, complaint, concern or grievance process.

# Required Information Sharing - What NOT to do instead of reporting

When you learn information that someone has experienced sexual harassment, here are some things NOT to do before sharing information with the Office for Equity:

- Do NOT investigate the information to assess if sexual harassment or sexual violence occurred.
- Do NOT assess the credibility of the information.
- Do NOT share the information with others who do not have a university-related reason for know that information.
- Do NOT tell the student that you will delay sharing the information until something else happens (e.g. the student has a chance to go to Equity first or talk to the person who engaged in the sexual harassment).

# Required Reporting: What happens when information is shared with Equity

- The Office of Equity will outreach to the person student or employee who is the subject of the information provided, offer resources to that person, share information about University processes available to assist and support the person and identify interim measures to support the student or employee in the aftermath of the situation.
- **The student or employee does not need to respond to or engage with the Office of Equity. And you can say this.**
- What doesn't happen: Equity will not call anyone's parents or compel a person to go to the police or take any action the person doesn't want or isn't ready to take.

# Interim Measures and Accommodations

Interim measures and accommodations are reasonable measures that CWRU, through the Office for Equity can put in place to provide immediate support and protection for persons who have experienced or been accused of sexual harassment or sexual violence. Some measures include, but not limited to:

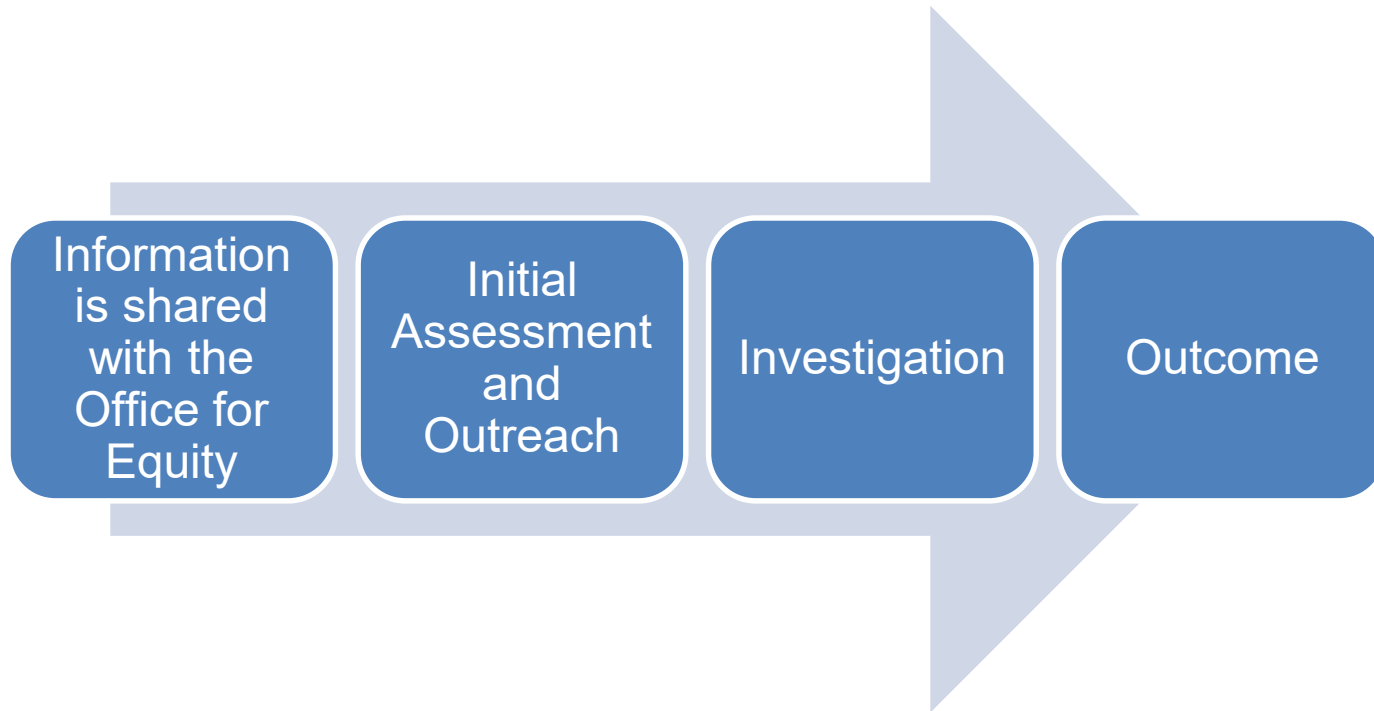
- No Contact Directives
- Persona Non Grata (Limiting an individual or organizations access to university facilities or activities pending resolution)
- Alternative Work Arrangements
- Academic Accommodations (rescheduling exams, assignments, change in class schedule, or voluntary leave of absence)
- Academic Support Services (Tutoring, etc)
- Transportation arrangements; and/or
- Living arrangement modifications.

# All persons involved in a sexual harassment investigation process have the same rights:

- **Participation:** To participate or not participate in the investigation process. A decision not to participate, however, doesn't stop the process.
- **Information:** To have questions answered promptly and fully. To be given access to pertinent information that may impact you.
- **Respect:** To be treated with respect and courtesy at all times.
- **Privacy:** The university keeps complaints private to the extent possible and consistent with legal requirements.
- **Advisor:** To the assistance and support of an advisor at meetings, investigation and during resolution proceedings and any hearing.
- **Notification:** Both parties will be simultaneously informed in writing of the outcome of the process.
- **No retaliation:** Both sides have the right not to experience retaliation. CWRU takes allegations of retaliation very seriously. **If we don't, people won't use our process.**



# *Sexual Harassment Policy* describes the investigation and outcome process



# Impact on other processes

Sometimes conduct that must be reported to the Office for Equity for investigation under the *Sexual Harassment Policy* may impact other CWRU processes, such as employee evaluation, conduct unbecoming of a person in a particular position, or professionalism policies.

The SOM is not required to ignore other misconduct or lack of professionalism that violates SOM rules or expectations that are separate from conduct covered by the *Sexual Harassment Policy*, but there may be reason to delay or coordinate processes.

Equity investigations and processes may support or be relevant to conclusions or outcomes of other processes.

# Anonymous Reports

In the event that CWRU receives an anonymous report of sexual harassment, the Office for Equity will investigate.

Investigations of anonymous complaints are often very difficult to effectively investigate.



# The Office for Equity implements CWRU's Non- Discrimination and Anti- Harassment Policies



# Other kinds of discrimination and harassment

- **Investigation and complaint resolution**: Equity is responsible for the prompt investigation and fair resolution of all complaints of unlawful discrimination and harassment. Equity provides assistance with problem solving and training for individuals and groups on these topics.
- **Nondiscrimination and harassment compliance**: Oversees compliance with federal and state laws including Title VI, Title VII, Title IX and ADA that prohibit discrimination and harassment based on race, sex, pregnancy, religion, color, age, national origin, veteran and/or military status, genetic information, disability, sexual orientation, gender identity or expression, marital status or parental status.
- **Process**: Investigation and Report. No hearings. No required process. Equity strives for a fair and appropriate process for the situation. Equity makes a recommendation to an appropriate office or person to take action to eliminate the discrimination or harassment.

# Questions?

