

Time: 8:30 a.m.

Location: Online

[Microsoft Teams](#)

Attendance: John Birk (Chair), Rebecca Andrews, Douglas Brugge, Jennifer Cavallari (Vice Chair), Kevin Claffey, Philip Kerr, Patrick Murphy, Dustin Walters (departed at 9:09 am, did not partake in vote on Clinical Council), Jessica Crispino (administrative support), Jacqueline (Kiki) Nissen (guest)

Call to Order

The meeting was called to order by Chair, Dr. John Birk. A quorum was confirmed.

1. Approval of 7/23/2026 Minutes

Vote: A motion to approve the July 23, 2026 meeting minutes was presented by Dr. Andrews, seconded by Dr. Kerr, and unanimously approved.

2. SOM Bylaws Revisions

i. SAPC Membership Amendment

Dr. Birk provided an update regarding the proposed amendment to the Senior Appointments and Promotions Committee (SAPC) membership criteria. Feedback from the Education Council remains pending, with the council expressing concern regarding potential perceptions of bias when associate professors serve as alternate SAPC reviewers. Dr. Cavallari noted EC plans to meet sooner than its next regularly scheduled meeting to finalize its position. Committee members discussed the increasing workload placed on SAPC due to rising numbers of promotion applications. Dr. Brugge confirmed that SAPC reviewers are managing a substantial volume of cases annually; the amendment was proposed by the dean in part to address reviewer capacity concerns.

Dr. Nissen reviewed the bylaw amendment process and clarified that Oversight Committee is responsible for reviewing, adjusting, and approving proposed amendment language. Position papers from councils and the dean serve in an advisory capacity and need not be adopted by Oversight Committee. Councils can support, disagree, and make recommendations for modifications to the proposals in their position papers. Following review of all submitted feedback, Oversight Committee may decide whether modifications are warranted before voting to approve and move forward a final proposal to faculty for vote at faculty forum.

The committee agreed to postpone further action until a formal position paper is received from Education Council. The amendment will be revisited at a future meeting.

ii. Public Issues Council Membership and Duties Amendments

The committee next reviewed the proposed Public Issues Council (PIC) amendments, including modifications previously approved by PIC and additional revisions suggested through the dean's new proposal. Discussion focused on ensuring consistency in membership language and clarifying council responsibilities.

a. Membership Language Clarification

During review of the proposed Public Issues Council (PIC) membership structure, Dr. Cavallari observed that several non-faculty representatives were described inconsistently within the proposed language. To improve clarity, she recommended explicitly identifying representatives from affiliated hospitals and community organizations as "invited" representatives, consistent with other membership descriptions.

Vote: A motion to revise the membership language to designate the affiliated hospital representative and community representative as invited members was presented by Dr. Cavallari, seconded by Dr. Andrews, and unanimously approved.

b. Public Issues Council Duties

The committee reviewed language proposed by the dean that would revise the Public Issues Council duty statement concerning community resource development. Discussion focused on replacing language referencing legislative and private educational efforts with language directing the council to seek community resources through grant funding and other appropriate external funding opportunities. Members discussed the intent of the revision, which is to clarify that resource requests should align with established School of Medicine governance and resource-allocation processes involving the Dean's Council.

Vote: A motion to adopt the revised duties language as recommended in the dean's position paper was presented by Dr. Birk, seconded by Dr. Andrews, and unanimously approved.

Dr. Birk noted that the approved language on this section of the bylaws will be communicated to Public Issues Council leadership as a courtesy.

iii. Clinical Council Membership Amendment

The committee reviewed a new amendment request from Clinical Council proposing updates to council membership to better reflect its current organizational structure. The proposal removes positions that no longer exist and adjusts faculty representation as such:

- Removal of the Junior Academic Officer for Clinical Affairs position, which no longer exists.
- Removal of the Medical Director for the Clinical Compensation Plan position following leadership changes.
- Addition of one elected clinical faculty member

Discussion among committee members expressed support for increasing representation by practicing clinical faculty, noting the importance of incorporating perspectives from faculty actively engaged in patient care.

Vote: A motion to approve the Clinical Council membership amendment was presented by Dr. Birk, seconded by Dr. Claffey, and unanimously approved.

The amendment will be forwarded to the remaining councils for review and position papers.

3. Faculty Forum Planning

The committee discussed planning for upcoming Faculty Forum meetings to review proposed bylaw amendments with the broader School of Medicine faculty. Dr. Birk noted that multiple amendments remain under active review, including the PIC amendments, Clinical Council amendment, and SAPC proposal. Additional amendments concerning Dean and Executive Vice President responsibilities are pending further review and guidance.

The committee anticipates holding faculty forum, possibly two, once the necessary council position papers have been completed and amendment packages are finalized.

4. Standing Monthly Liaison Reports

a. Clinical Council – Dr. Andrews

No report. Dr. Andrews has not yet attended a Clinical Council meeting due to administrative issues related to meeting invitations. The issue is actively being addressed.

b. Dean's Council – Dr. Birk

Dr. Birk reported that recent Dean's Council discussion focused primarily on the pending SAPC amendment and associated concerns.

c. Education Council – Dr. Cavallari

Education Council has not met since July. A special meeting is being scheduled to review and vote on the SAPC amendment as mentioned above.

d. Public Issues Council – Dr. Murphy

No report, no August meeting was held.

e. Research Council – Dr. Miura

No report. Dr. Miura was unable to attend this Oversight Committee meeting and will attend his first Research Council meeting September 14.

f. AMP Committee – Dr. Brugge

Dr. Brugge reported that activity will increase in the next 4 or 5 months. Dr. Claffey provided an update on AMP activities. Current efforts are focused on preparation for the upcoming review cycle and on administrative improvements to the compensation review process. Topics discussed included:

- Identification of inaccuracies in RVU extraction from Epic affecting approximately 60 faculty members.
- Development of correction letters for affected faculty.
- Ongoing efforts to modernize and streamline systems and administrative workflows supporting compensation review calculations and error correction.

5. Department Reviews

As noted on the agenda, Obstetrics and Gynecology is having a departmental review on September 17, 2026. Oversight awaits the final report.

6. New Business

No additional new business was presented.

Adjournment

With no further business, a motion to adjourn was presented by Dr. Brugge, seconded by Dr. Claffey, and unanimously approved at 9:27 am.

Next Regularly Scheduled Meeting

September 24, 2026