

**Board of Trustees**  
Signet Executive Board Room  
September 22, 2016

**Trustees Present:**

J. David Heller, CPA, Chair  
Daisy L. Alford-Smith, Ph.D.  
Carisa E. Bohnak  
Paul R. Bishop, J.D.  
Sharlene Ramos Chesnes  
James M. Guirguis  
Robert J. Klonk, Vice Chair  
Chander M. Kohli, M.D.  
Richard B. McQueen

**Trustees Absent:**

Joseph R. Halter Jr.

**NEOMED Personnel Present:**

Jay A. Gershen, D.D.S., Ph.D., Ex Officio  
Mark D. Arredondo, M.D.  
Daniel S. Blain, M.A., M.S.W.  
Amanda R. Filippi, M.B.A.  
Roderick L. Ingram Sr., M.B.A.  
Carolyn D. Lanier, M.P.A.  
Richard W. Lewis  
Michelle M. Mulhern  
Maria R. Schimer, M.P.H., J.D.  
Steven P. Schmidt, Ph.D.  
Jeffrey L. Susman, M.D.  
Charles T. Taylor, Pharm.D.  
John R. Wray, J.D.  
Jiashin Wu, Ph.D.

**A. 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 12:55 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.

**A.1. Approval of the Minutes**

**MOTION TO APPROVE  
MINUTES (M2016-06)**

Chair Heller noted that all Trustees had received copies of the minutes from the full Board meeting on June 9, 2016. 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 9, 2016, meeting. Trustee Klonk motioned the approval. Trustee McQueen 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

**B. Oath of Office**

**OATH OF OFFICE TO  
JAMES M. GUIRGUIS**

The oath of office to Student Trustee James M. Guirguis was administered by Attorney Schimer.

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

**REPORT OF THE  
PRESIDENT**

Dr. Gershen began by providing the Trustees with an update on the Campus Safety and Mental Health Report. He noted that a committee had been formed and charged with developing a plan for campus procedures with regard to emergency simulations and exercises that might be of use in a variety of situations. He mentioned that the committee will finalize an operational plan by November and will present to the Trustees at the December 8, 2016, Board of Trustees meeting.

Dr. Gershen informed the Trustees of the newest pipeline program with Bowling Green State University. He recognized Dr. Susman and Dr. Porfeli for their work on developing the pipeline, and Dr. Taylor for assisting with the alignment of programs.

Dr. Gershen also informed the Trustees of two additional opportunities with area hospitals, including University Hospitals and Mercy Health. University leadership has scheduled meetings with leadership from both systems in the near future to discuss collaborations moving forward.

Dr. Gershen noted a recent grant the University received from the GAR Foundation which will help to develop additional pipeline opportunities in the Akron area. He commended Dr. Porfeli for his work on securing the funds.

**Northeast Ohio Medical University Communication Plan**

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

Dr. Gershen introduced Roderick Ingram to present the University's communication plan. Mr. Ingram reviewed current marketing plans and explained how his team plans to create the best channels to take advantage of additional opportunities. He noted items such as changes to the University website, internal communications and branding.

Trustee Chesnes inquired about marketing materials used by the University in area schools and the visibility created by this marketing strategy. Dr. Susman noted that there are some materials in area schools and explained the Health Professions Affinity Community (HPAC) program as an example. Mr. Ingram noted that marketing materials were also recently shared with approximately 500 school counselors that were on campus for a conference. He also stated that the University did not previously have a comprehensive brochure, but that is one of the projects that will be developed as the new communication plan is initiated.

Chair Heller thanked Mr. Ingram for his presentation and encouraged the Trustees to reach out to Mr. Ingram directly with any additional marketing ideas.

Chair Heller stated that all committee reports had been reviewed. Trustee Chesnes moved approval of a consent agenda on agenda items E.4. through F.14. Trustee Bishop seconded the motion. The motion carried unanimously by voice vote.

**CONSENT AGENDA  
APPROVED (R2016-33  
THROUGH R2016-39)**

**D. 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.

**D.3. The Comprehensive Fundraising Update was given at the committee meeting.**

**COMPREHENSIVE  
FUNDRAISING UPDATE**

The update on the Blue Fund was given at the committee meeting.

The update on the **Shine On** Campaign was provided during the committee meeting.

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| <b>E.</b>    | <b>Report of the Academic and Scientific Affairs Committee<br/>Daisy L. Alford-Smith, Ph.D.</b>   | <b>REPORT OF THE<br/>COMMITTEE CHAIR</b>   |
|              | The report on academic and scientific affairs was given at the committee meeting.   |  |
| <b>E.4.</b>  | The recommendation to approve academic personnel actions (R2016-33) was approved under consent agenda.  | <b>ACADEMIC ACTIONS<br/>APPROVED (R2016-33)</b>  |
| <b>E.5.</b>  | The recommendation to approve nontenure-track faculty appointments (R2016-34) was approved under consent agenda.  | <b>NONTENURE-TRACK<br/>APPOINTMENTS<br/>APPROVED (R2016-34)</b>  |
| <b>E.6.</b>  | The recommendation to approve the award of Professor Emeritus of Internal Medicine to George I. Litman, M.D., FACC, FACP, FCCP, FSCAI (R2016-35) was approved under consent agenda. | <b>AWARD OF PROFESSOR<br/>EMERITUS STATUS TO<br/>GEORGE I. LITMAN, M.D.,<br/>FACC, FACP, FCCP, FSCAI,<br/>APPROVED (R2016-35)</b>                  |
| <b>E.7.</b>  | The recommendation to approve the Faculty Bylaws Appendix G – University Standing Committees (R2016-36) was approved under consent agenda.  | <b>FACULTY BYLAWS<br/>APPENDIX G – UNIVERSITY<br/>STANDING COMMITTEES<br/>APPROVED (R2016-36)</b>  |
| <b>E.8.</b>  | <b>Report on Research and Sponsored Programs and Academic Programs</b>  | <b>REPORT ON RESEARCH<br/>AND SPONSORED<br/>PROGRAMS AND<br/>ACADEMIC PROGRAMS</b>   |
|              | The report on research and sponsored programs and academic programs was reviewed during the committee meeting.  |  |
| <b>F.</b>    | <b>Report of the Finance, Fiscal Policy and Investment Committee<br/>Sharlene Ramos Chesnes</b>   | <b>REPORT OF THE<br/>COMMITTEE CHAIR</b>   |
|              | The report on finance, fiscal policy and investments was given at the committee meeting.  |  |
| <b>F.9.</b>  | The recommendation to approve classified personnel actions (R2016-37) was approved under consent agenda.  | <b>CLASSIFIED PERSONNEL<br/>ACTIONS APPROVED<br/>(R2016-37)</b>  |
| <b>F.10.</b> | The recommendation to approve administrative personnel actions (R2016-38) was approved under consent agenda.  | <b>ADMINISTRATIVE ACTIONS<br/>APPROVED (R2016-38)</b>  |
| <b>F.11.</b> | The recommendation to authorize capital renovation and improvements construction contracts and expenditures exceeding \$500,000 (R2016-39) was approved under consent agenda.       | <b>CAPITAL RENOVATION<br/>AND IMPROVEMENTS<br/>CONSTRUCTION<br/>CONTRACTS AND<br/>EXPENDITURES<br/>EXCEEDING \$500,000<br/>APPROVED (R2016-39)</b> |
| <b>F.12.</b> | 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<br/>EXPENDITURES/BUDGET</b>   |
| <b>F.13.</b> | The report on operating cash, endowment funds and investment report was given during the Finance, Fiscal Policy and Investment Committee meeting.                                   | <b>REPORT ON<br/>INVESTMENTS</b>   |
| <b>F.14.</b> | The Key Performance Indicators were discussed during the Finance, Fiscal Policy and Investment committee meeting.   | <b>KEY PERFORMANCE<br/>INDICATORS</b>  |

**G. Report of the Trusteeship Committee  
Richard B. McQueen**

**REPORT OF THE  
COMMITTEE CHAIR**

- G.15.** Committee Chair McQueen noted the Trusteeship Committee met via conference call on September 12, 2016. Committee members included Trustee Alford-Smith and Trustee Chesnes. Board Chair Heller recused himself from the discussion. Also present were Secretary Lewis, Associate Secretary Mulhern and Amanda Filippi.

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

Committee Chair McQueen stated that both Chair Heller and Vice Chair Klonk have expressed an interest and willingness to serve another term in their current roles as officers. He also noted that the Trustees may be nominated from the floor or self-nominate.

**H. Election of Officers**

**ELECTION OF OFFICERS**

On behalf of the Trusteeship Committee, Chair McQueen moved to nominate J. David Heller, CPA, as Chair. There were no other nominations. Trustee Bishop seconded the nomination. The motion carried unanimously by voice vote.

**J. DAVID HELLER, CPA,  
ELECTED CHAIR (M2015-07)**

- H.16.** Attorney Schimer administered the Oath of Office to Chair J. David Heller, CPA.

**OATH OF OFFICE TO  
CHAIR J. DAVID HELLER,  
CPA**

Committee Chair McQueen moved to nominate Robert J. Klonk as Vice Chair. There were no other nominations. Trustee Alford-Smith seconded the nomination. The motion carried unanimously by voice vote.

**ROBERT J. KLONK  
ELECTED VICE CHAIR  
(M2016-08)**

- H.17.** Attorney Schimer administered the Oath of Office to Vice Chair Robert J. Klonk.

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

- H.18.** Chair Heller reviewed the administrative appointment of Secretary, NEOMED Board of Trustees to Richard W. Lewis. Trustee McQueen moved approval of the appointment. Trustee Klonk seconded the motion. The motion was approved unanimously by voice vote.

**ADMINISTRATIVE  
APPOINTMENT OF  
SECRETARY, NEOMED  
BOARD OF TRUSTEES TO  
RICHARD W. LEWIS  
(M2016-09)**

**I. Old Business**

**OLD BUSINESS**

No old business was discussed.

**J. New Business**

**RESOLUTION OF  
APPRECIATION FOR  
WALTER E. HORTON JR.,  
PH.D. (R2016-40)**

Secretary Lewis presented the resolution of appreciation to Walter E. Horton Jr., Ph.D.

Board Chair Heller moved approval of Resolution 2016-40 as presented. Trustee Klonk seconded the motion. No one opposed. The motion was approved unanimously by voice vote.

**K. Executive Session**

**EXECUTIVE SESSION**

There no need for executive session.

**L. Adjournment**

**MOTION TO ADJOURN  
(M2016-10)**

There being no further business, Trustee Klonk moved to adjourn the meeting at 3:49 p.m. Trustee Kohli 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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J. David Heller, CPA  
Board Chair

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