

Administrative Council Minutes  
MCG School of Dentistry  
August 24, 2004

Present: Drisko, Adair, Barenie, Caughman, Lapp, Guinn, Schuster, Sisk, Crail, DeLeon, Adams, Gentry, Potter, Weller, Myers, Ivanhoe, P Hanes, Ben Hawkins

1. Dr. Carole Hanes announced that the luncheon and Welcome Back Assembly for students is tomorrow, Wednesday, August 25, 2004.

Dr. Hanes distributed outcomes documents for education, patient care, alumni, research, and outreach, which have been prepared for accreditation. She asked the council to review as soon as possible and advise her of needed changes. (*copy attached to the original minutes*)

Dr. Drisko reiterated the importance of outcomes. She stated that following accreditation, an Administrative Council meeting should be devoted solely to that issue to review and make sure goals remain realistic.

Dr. Drisko also stated that Administrative Council members should be well versed in outcomes for accreditation. In addition, Dr. Frank Caughman added that Administrative Council members should be very familiar with the Standard of Care document and department chairs should ensure their faculty are aware as well.

2. Dr. James Barenie distributed dental school profiles for the Part II National Board exams. MCG School of Dentistry ranked 18. (*copy attached to original minutes*)

Dr. Barenie also distributed scores on the recent Part I National Board exams and discussed with the council. There were 5 failures on 6 parts, MCG's average was 85.2, USA average was 85.4 (*copy attached to original minutes*).

Dr. Phil Hanes stated that decreased rank could possibly be attributed to the shortage of faculty in Anatomy due to early retirement. Mr. Ben Hawkins, dental student, noted that the board review course was not administered close to the time of the boards. Dr. Drisko stated that faculty mentors will be assigned to students to address the issue of National Board scores falling below the national average.

3. Dr. Drisko presented information from the MCG President's Cabinet Meeting.  
*MCG's Affirmative Action Progress report 3<sup>rd</sup> Quarter*  
*MCG Internal Audit Presentation*  
*Georgia Senate 2005 2006 Info*  
*MCG Arts Council Fund Raiser*  
(*all copies attached to original minutes*)

Dr. Drisko apprised the council of the recent find by MCG Internal Audits of the misuse of a P-card within the School of Dentistry. MCG policy required automatic termination of the employee. Dr. Drisko iterated that all who hold P-cards, as well as their supervisors, be knowledgeable of MCG Policies and Procedures regarding appropriate use.

Dr. Drisko urged department chairs to conduct due diligence to ensure that a full search is completed prior to filling all faculty and staff vacancies and that appropriate reporting be filed with Human Resources and the EEO Office.

4. The council had no changes or additions to the Brag Sheet that was submitted to them electronically, several days prior to the meeting. The Brag Sheet will now be submitted to the Provost. (*copy attached to the original minutes*)

5. School of Dentistry faculty who will be participating in the School of Medicine's Career Development 101 Course are:  
Dr. Patrick, Basquill, Periodontics  
Dr. Ahmed Khocht, Periodontics  
Dr. Henry Ferguson, Oral & Maxillofacial Surgery  
Dr. Thomas Osborn, Oral & Maxillofacial Surgery  
Dr. Rick Callan, Oral Rehabilitation  
Dr. John Stockstill, Orthodontics
6. The School of Dentistry New Faculty Orientation will be on Wednesday, September 1, 2004 beginning with a luncheon promptly at 11:30 AM at the Pinnacle Club. The program will be held at 1:00 PM in conference room AD1115 at the school.
7. The School of Dentistry Faculty Retreat will be held on Thursday, September 2, 2004, at Savannah Rapids Pavilion. Start time is 8:00 AM, lunch will be provided. Triangle Associates will collaborate with the faculty on the strategic plan. A web-based survey will be sent to all faculty prior to the retreat.
8. Dr. Drisko distributed announcements from the Vice President for Enrollment and Student Services regarding calls for nominations of candidates for Honorary Degrees to be awarded in May, as well as nominations for the May 2005 graduation speaker. (*copies attached to original minutes*)
9. Dr. Michael Myers will follow-up to ensure that the GPR accreditation document has been completed.
10. MCG Family Day is Saturday, September 18, 2004.
11. Dr. Drisko had tasked Dr. Potter with the initiation of a staff council. However, President Rahn is also in the process of initiating a campus-wide staff council through the office of Dr. Michael Ash, and has asked that school staff council initiations be put on hold at this point.  
  
Dr. Drisko also noted that another item to be addressed at the faculty retreat will be another level of faculty organization within the school.
12. Dr. Drisko thanked Mr. Ben Hawkins for the successful reception at the Marbury Center. Mr. Hawkins announced that the ASDA and SNDA are in the process of preparing a student photo directory.
13. Dr. Phil Hanes announced that Dr. Jason Mailhot has returned from active duty and the following new faculty appointments have been made in the Department of Periodontics:  
Dr. Nick Powell 1.00 EFT and Dr. Patrick Basquill .80 EFT
14. Mr. Dale Crail advised the council that the School of Dentistry newsletter will be coming out next week. This edition will feature donors and highlights Dr. Emile Fisher, who is the school's highest contributing donor. Dr. Fisher is also the first donor to contribute toward a new facility, with a \$50,000 pledge.
15. Dr. Drisko stated Oral Surgery is currently working on improvements relating to OR time.