

Faculty Committee/Workgroup Annual Report Form

- 1) Indicate type of committee: Steering Standing Workgroup/Ad hoc/Sub-Committee
Final Report
- 2) Committee name: **Student Affairs Committee**
- 3) Charge and/or responsibilities of the committee or workgroup:

Standing committee charge (as given in the UFCD's Constitution):

As stated in the *Constitution and Bylaws*, this committee serves as a general forum to promote scholarship, wellness, motivation, professionalism, and extracurricular activities among the students and between the students and the faculty.

Additional charges from the Dean for 2014-2015 (list all charges given by the Dean):

The Student Affairs Committee should continue to take an active role in identification and discussions on current issues concerning students. The committee should meet at least quarterly to conduct its business to ensure satisfactory progress on tasks assigned to it.

As its first order of business, the committee should elect a chairperson and a vice chairperson.

This year, I am asking the committee to oversee the efforts of the Wellness Advisory Committee. The Student Affairs Committee should work with the Wellness Advisory Committee to develop programs that enhance student life at UFCD.

I am asking the Student Affairs Committee to develop strategies to promote professional, productive relationships between students and faculty including a faculty/student, mentor/mentee program.

The Student Affairs Committee should propose a plan for a student study/gathering area. The committee may also want to develop and execute an assessment of "perceived student wellness."

The committee should refer all committee action items to the Faculty Advisory Board (FAB) on an ongoing basis for FAB's review, discussion and subsequent action, as needed. Each standing faculty committee is charged with reviewing relevant outcome measures from the college strategic plan.

The committee should evaluate performance on these measures and when appropriate, action plans for improvement should be instituted using the Plan-Do-Check-Act (PDCA) cycle. The PDCA is the college model for outcomes assessment and evaluation

Additional Charges from Dean Robinson (via email to Chair):

Consider the subject of having each class a different color of scrubs. I like the idea and would ask that you present this to your committee. The idea is that as the new classes come in they would be able to choose a color for their scrubs and we could then know what group the student is in. I am also thinking that we need to have all our scrubs embroidered with a standard for the college. We still would like to have the placards in the operator for the faculty to know the student better. Please let me know what your group thinks about this

I am also thinking about changing the way we address the students in the clinic. They are providing patient care and I would suggest we call them Dr. and their last name.

Individual Faculty Member Responsibilities: The regular members of this committee are expected to attend regularly scheduled meetings of the full committee which will generally last from 1 to 2 hours. Additionally, members may be asked to assist with subgroup or project work at the chairperson's discretion.

- 4) Dates of all meetings during the past year: 10/16/14, 02/20/15, 04/17/15, 06/18/15
- 5) Agenda established by the committee for the past year:
 1. Charge to the committee
 2. Discuss student concerns regarding volunteers entering data in Axium, only one clinic doing digital crown, length of time to receive the lab work from the lab, alginate measuring cups are not accurate for regular set alginate in the clinic, external rotations increased from 2 to 3 weeks but there are no increases in RVUs, sim lab cleanliness, consolidation of the calendars (ECO/CANVAS), lack of RDS coverage in the clinic, problems with Mediasite, examination quality, pass/fail grades, concerns about clinical entry exam
 3. Student feedback regarding proposed faculty mentor program
 4. Discussion of fundraising and space allocation for a dental student lounge
- 6) Outcome measures (address committee's assignment and the charges given by the Dean):
 - a. Completed during the year
 1. There has been active student attendance and participation at committee meetings in continuation of last year's re-working of this committee. This has allowed an increased level of student feedback and discussion of student concerns.
 2. Students addressed the lack of clinic coverage by RDS faculty and reported difficulty in time management. Dr. Dasilva informed the committee of two new Operative faculty members and one new Prosthodontics faculty member. This should alleviate some of the clinic coverage issues, although the committee will monitor this moving forward
 3. Students addressed a lack of quality on the Mediasite videos. Dr. Dasilva met with Gail Childs to discuss this issue as well as a newly proposed release schedule for lecture recordings, which has been sent to the FAB. This new schedule proposes that lectures ending before 4:30pm will be uploaded to Mediasite by 7:00pm the same day. Lectures ending after 4:30pm will be uploaded the next morning. The audio quality of lecture recordings will also see changes, either by purchasing new equipment or contracting another recording company.
 4. Exam quality – Mrs. Childs was willing to meet with the committee to discuss exam quality however it was explained to the students how the quality of the exam is measured.
 5. Pass/Fail Grades & Matching. After meeting with Mrs. Childs, Dr. Dasilva explained that this method is used in medical residencies however dental residencies do not accept this type of grading. Keeping a record of pass/fail grades was proposed, although this issue would best suit the Curriculum Committee.
 6. Clinical Entry – Concerns regarding Clinical Exam I within the Class of 2017 were reported to the committee. Dr. Dasilva spoke with Dr. Kelowitz to share the class concerns. Dr. Kelowitz met with the class to introduce Clinical Exam I and answer student questions. This meeting was very well received.
 7. Students raised the question "What happens when a student is 'done' with clinical requirements long before graduation?" Students recommended methods to schedule weekly sessions in order to pursue professional development. This item was addressed with Clinical Administration and the SAC Chair drew up a plan for a pilot program in 2013-2014. This was agreed upon by program directors and Team Leaders and run with 3 students in 2013-2014.
 8. The Committee considered the Dean's suggestion for changes to the scrubs policy at UFCD. Recommendations regarding introduction, timing and practicalities of such a change were made. These conclusions were referred to the Dean and CAQAC for further administrative decision-making. The CAQAC did not approve differentiating classes by scrub color. All UFCD DMD classes will continue to wear Seal Blue scrubs.

9. Issues of cleanliness and appearance of the sim lab and clinics were raised by the committee members. They were informed that with the upcoming accreditation, the College is undergoing maintenance and cleaning.
10. The committee discussed, at length, fundraising and space allocation for a dental student lounge. Tom LaFleur was invited to attend a committee meeting. He shared that Dean Garcia is supportive of a dedicated dental student lounge and has listed it as a "priority item". The Academy of Alumni & Friends is being asked to support this venture. The Class of 2015 also made a donation toward the student lounge. Dr. Sposetti shared with the committee that discussions are underway regarding the College of Medicine's MDLs. It was recommended that we look at repurposing space that the College of Dentistry already owns. What do the student's want/need in a student lounge? Student reps on the committee said to keep it very simple (refrigerator, couches, chairs, study space and a desire for personal lockers to use throughout all 4 years). The student lounge would ideally be accessible 24/7.
11. Discussion about a faculty mentor/mentee programs was well received by the student reps and their classes (first and second year students only). Dr. Probert has asked to table this discussion for the time being, as she is working on a grant for a similar program. She should receive an answer about the grant in September.
12. The Committee considered the Dean's suggestion to work with and develop committee guidelines with Cultural Climate Workgroup (CCW). Dr. Dasilva is member of the CCW and has been actively participating in the workgroup meetings.

b. Still pending

1. Student Lounge – After the meeting with Tom LaFleur it was decided to detail a short term plan for a student lounge that can be utilized sooner (space, renovations, maintenance)
2. Faculty Mentor/Mentee Program – This has been tabled until official word on Dr. Probert's grant comes in.

7) Obstacles to following an agenda and/or completing the outcome measures:

1. Charges for 2014-2015 were not received until mid-October
2. Dr. Dasilva got the position as new Chair in late August 2014 when Dr. Harrison resigned
3. The committee was unable to significantly advance plans for a dental student lounge. The Chair was advised that limited funds were available for advancing such plans. Utilization of College owned space (MDL-3 and MDL-6) for dedicated student lounge purposes has proved difficult, as these two rooms are also used for testing and lectures. The committee was informed in June that Dean Garcia is fully supportive of creating a dedicated lounge space for students.

8) Did this committee or workgroup submit any recommendations to the UFCD FAB during this year?

No

Yes (If yes, what was/were the issue(s) and was action taken?)

9) If 'yes' to #8, did the committee or workgroup receive timely feedback as to the disposition of the recommendations?

No (Please explain.)

Yes

10) Identify issues that the committee suggests be considered by this committee in the coming year: **The SAC will continue to hear and address student concerns throughout all four DMD classes. The committee will monitor the monetary details and space allocation for the dental student lounge.**

11) Any other comments you would like to share: **None**

12) List the members, their title/role, type of memberships and how many meetings each attended:

Name	Role	Type of membership	Number of meetings attended	Number of excused absences	Number of unexcused absences
Dr. Maggie Ribeiro-Dasilva	Chair	Elected Faculty	4		
Dr. Elizabeth Lense	Vice-Chair	Elected Faculty	3	1	
Dr. Patty Xirau-Probert	Member	Ex officio	1	3	
Andres Alvarez	Member	Elected Student	3	1	
Paula Cohen	Member	Ex officio: DCC President	2	2	
Dr. Sharon Cooper	Member	Elected Faculty	2	2	
Dr. Timothy Garvey	Member	Elected Faculty	1	3	
Ramzy Lotfi	Member	Ex officio: ASDA President	1	3	
Matthew Novak	Member	Elected Student	3	1	
Alison Novakovic	Member	Ex officio: ASDA President	2	2	
Ralee Spooner	Member	Elected Student	3	1	
Lauren Steinberg	Member	Elected Student	4		
Dr. Henry Young	Member	Elected Faculty	1	3	
Anthony Licari	Support Staff		4		