

Staff Meeting

MINUTES

JANUARY 16, 2019 - TIME: 8:30 AM - LOCATION: JJL410

MEETING CALLED BY	Dr. Thomas Cole
TYPE OF MEETING	Faculty Meeting
ATTENDEES	Thomas R. Cole, PhD; Rebecca Lunstroth, JD, MA; Nate Carlin, PhD; Anson Koshy, MD; Timothy Houk, PhD; Keisha Ray, PhD; Angela Polczynski, MBA; Alma Rosas
ABSENT	Alejandro Chaoul, PhD; Francine Snow, DrPH; Deborah R. Franklin, DDS, MA; Pedro Mancias, MD; Eugene Boisabuin, MD
DISCUSSION I	Minutes from the November 22, 2018 meeting were approved.
DISCUSSION II	<ol style="list-style-type: none"> 1. Ms. Lunstroth <ol style="list-style-type: none"> a. Reported that our blue book electives are losing popularity. Suggested we limit certain offerings to once a year. Ms. Lunstroth will meet with Ms. Polczynski to discuss possible solutions. b. Met with MSIV student, Alissa Chen, to discuss the possibility of enhancing the current professionalism courses into the formal curriculum. Dr. Koshy and Ms. Chen will host focus groups with students to discuss professionalism. c. Discussed the possibility of phasing out <i>The Brewsters</i>. 2. Dr. Carlin <ol style="list-style-type: none"> a. Reminded faculty to provide MSIII students with feedback on journal submissions. b. Confirmed that Dr. Jai Ghandi will be the certificate program banquet guest speaker.
DISCUSSION III	Dr. Houk commented on Dr. Carlin's book chapter.

I certify that these are the minutes from the JANUARY 16, 2019 meeting.

Staff Meeting

MINUTES

FEBRUARY 6, 2019 - TIME: 8:30 AM - LOCATION: JLL410

MEETING CALLED BY	Dr. Thomas Cole														
TYPE OF MEETING	Faculty Meeting														
ATTENDEES	Thomas R. Cole, PhD; Rebecca Lunstroth, JD, MA; Nate Carlin, PhD; Anson Koshy, MD; Timothy Houk, PhD; Keisha Ray, PhD; Angela Polczynski, MBA; Pedro Mancias, MD; Alma Rosas														
ABSENT	Alejandro Chaoul, PhD; Francine Snow, DrPH; Deborah R. Franklin, DDS, MA; Eugene Boisaubin, MD														
DISCUSSION I	Minutes from the January 16, 2019 meeting were approved.														
DISCUSSION II	<ol style="list-style-type: none"> 1. Dr. Cole <ol style="list-style-type: none"> a. Announced that Dr. Kaisu Koski, research fellow at the, Centre for Practice as Research in Theatre, T7 Faculty of Information Technology and Communication Sciences Tampere University in Finland, will present her upcoming project on the February 20, 2019 meeting. 2. Ms. Lunstroth <ol style="list-style-type: none"> a. Reported that the Art of Observation Elective was a great success. The smaller groups made the learning experience so much richer. b. Announced that she will be a guest speaker at the Medical Humanities Program at Baylor University. c. Informed the group that the following changes will be made to the medical school curriculum as well as clerkships: <table border="1" data-bbox="519 1150 1380 1402"> <thead> <tr> <th>Lecture</th> <th>Faculty/Fellow</th> </tr> </thead> <tbody> <tr> <td>The Medical Student and Social Media</td> <td>Dr. Ray</td> </tr> <tr> <td>Confidentiality & Communicable Diseases</td> <td>Dr. Ray</td> </tr> <tr> <td>Patients who Refuse Care</td> <td>Dr. Ray</td> </tr> <tr> <td>Ethical Issues in Psychiatry (Clerkship)</td> <td>Dr. Ray</td> </tr> <tr> <td>Ethical Issues in Neurology (Clerkship)</td> <td>Dr. Houk</td> </tr> <tr> <td>Family Medicine (Clerkship)</td> <td>Dr. Houk</td> </tr> </tbody> </table> 	Lecture	Faculty/Fellow	The Medical Student and Social Media	Dr. Ray	Confidentiality & Communicable Diseases	Dr. Ray	Patients who Refuse Care	Dr. Ray	Ethical Issues in Psychiatry (Clerkship)	Dr. Ray	Ethical Issues in Neurology (Clerkship)	Dr. Houk	Family Medicine (Clerkship)	Dr. Houk
Lecture	Faculty/Fellow														
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Family Medicine (Clerkship)	Dr. Houk														

I certify that these are the minutes from the FEBRUARY 6, 2019 meeting.

Staff Meeting

MINUTES

FEBRUARY 20, 2019 - TIME: 8:30 AM - LOCATION: JJL410

MEETING CALLED BY	Dr. Thomas Cole
TYPE OF MEETING	Faculty Meeting
ATTENDEES	Thomas R. Cole, PhD; Rebecca Lunstroth, JD, MA; Nate Carlin, PhD; Anson Koshy, MD; Timothy Houk, PhD; Angela Polczynski, MBA; Eugene Boisaubin, MD; Pedro Mancias, MD; Alma Rosas GUEST: Dr. Kaisu Koski
ABSENT	Alejandro Chaoul, PhD; Francine Snow, DrPH; Deborah R. Franklin, DDS, MA; Keisha Ray, PhD;
DISCUSSION I	Minutes from the February 20, 2019 meeting were approved.
DISCUSSION II	<ol style="list-style-type: none"> 1. Dr. Cole <ol style="list-style-type: none"> a. Announced that Dr. Houk completed a report on Ethical Considerations on Transitioning from Surgical Innovation to Research in Maternal-Fetal Medicine. The report will eventually become a policy within the MFM division. 2. Ms. Lunstroth <ol style="list-style-type: none"> a. Reported that some of the clerkships (Psychiatry) have opted out of our lectures. She will meet with them to discuss possible solutions. b. Informed the group that our QEP proposal has been added to the short list. 3. Dr. Boisaubin <ol style="list-style-type: none"> a. Reported that Dr. Fabrizia Faustinella is interested in screening a documentary about the homeless population at the medical school. 4. Dr. Carlin <ol style="list-style-type: none"> a. Reported supplied the group with the elective course schedule. <ul style="list-style-type: none"> • Humanistic Elements: Block 6 (9/23-10/18), 8 (11/18-12/13), and 11 (2/10-3/6) • Pathographies: Block 10 (1/13-2/7)
DISCUSSION III	Dr. Kaisu Koski, research fellow at the, Centre for Practice as Research in Theatre, T7 Faculty of Information Technology and Communication Sciences Tampere University in Finland, presented her abstract (draft) to the group.

I certify that these are the minutes from the FEBRUARY 20, 2019 meeting.

Staff Meeting

MINUTES

MARCH 13, 2019 - TIME: 8:30 AM - LOCATION: JJL410

MEETING CALLED BY	Dr. Thomas Cole
TYPE OF MEETING	Faculty Meeting
ATTENDEES	Thomas R. Cole, PhD; Rebecca Lunstroth, JD, MA; Nate Carlin, PhD; Keisha Ray, PhD; Anson Koshy, MD; Pedro Mancias, MD; Alma Rosas Guest: Sylvia Villarreal
ABSENT	Alejandro Chaoul, PhD; Francine Snow, DrPH; Deborah R. Franklin, DDS, MA; Angela Polczynski, MBA; Eugene Boisaubin, MD; Timothy Houk, PhD
DISCUSSION I	Minutes from the February 20, 2019 meeting were approved.
DISCUSSION II	<ol style="list-style-type: none"> 1. Dr. Cole <ol style="list-style-type: none"> a. Announced that he will meet with Dr. Fabrizia Faustinella to discuss the screening of her documentary. b. Discussed possible timeline of the preparations for the 15th year anniversary. c. Reported that he spoke with Jennifer Allen from Alumni Relations. She will be able to supply us with contact information of former certificate program students. 2. Dr. Carlin <ol style="list-style-type: none"> a. Reported that he attended a story telling event at the School of Dentistry. More than three hundred people attended. b. Announced that the certificate program will host a happy hour at Third Coast on March 26, 2019.
DISCUSSION III	Sylvia Villarreal attended the meeting and read her poem "Provisions". "Provisions" was printed in the <i>Annals of Internal Medicine</i> .

I certify that these are the minutes from the MARCH 13, 2019 meeting.

Staff Meeting

MINUTES

MARCH 20, 2019 - TIME: 8:30 AM - LOCATION: JJL410

MEETING CALLED BY	Dr. Thomas Cole
TYPE OF MEETING	Faculty Meeting
ATTENDEES	Thomas R. Cole, PhD; Rebecca Lunstroth, JD, MA; Nate Carlin, PhD; Keisha Ray, PhD; Angela Polczynski, MBA; Anson Koshy, MD; Pedro Mancias, MD; Timothy Houk, PhD; Alma Rosas
ABSENT	Alejandro Chaoul, PhD; Francine Snow, DrPH; Deborah R. Franklin, DDS, MA; Eugene Boisaubin, MD
DISCUSSION I	Minutes from the March 13, 2019 meeting were approved.
DISCUSSION II	<ol style="list-style-type: none"> 1. Dr. Cole <ol style="list-style-type: none"> a. Announced that he will meet with Dr. Fabrizia Faustinella to discuss the screening of her documentary. b. Reported that he has been coordinating with the Office of Dean on Dr. Rita Charon's upcoming visit. Asked staff to block of May 16, 2019 (afternoon) for lunch and May 17, 2019 (evening) for dinner. 2. Dr. Koshy <ol style="list-style-type: none"> a. Is spearheading the upcoming McGovern Center photoshoot. Will e-mail instructions and guidelines for the photo session. b. Reported that the <i>Human Ties Digest</i> will be available the first week of May. 3. Dr. Carlin <ol style="list-style-type: none"> a. Announced that the certificate program will host a happy hour at Third Coast on March 26, 2019. 4. Ms. Lunstroth <ol style="list-style-type: none"> a. Reported that she will be conducting Sacred Vocation Training in Louisville, KY. 5. Dr. Mancias <ol style="list-style-type: none"> a. Informed the group that he submitted a story to the "Off Script" series. Theme: Resilience or Resistance? 6. Dr. Houk <ol style="list-style-type: none"> a. Announced that his article "Marketing the Research Missions of Academic Medical Centers: Why Messages Blurring Lines between Clinical Care and Research Are Bad for both Business and Ethics" will be coming out in July's edition of the <i>Cambridge Quarterly of Healthcare Ethics</i>.
DISCUSSION III	The group discussed Dr. Ray's paper "Black and sleepless in a non-ideal world: How the glittery ideals of sleep hygiene fail the oppressed" in <i>Applying Nonideal Theory to Bioethics: Living and Dying in a Nonideal World</i> .

I certify that these are the minutes from the MARCH 20, 2019 meeting.

Staff Meeting

MINUTES

APRIL 17, 2019 - TIME: 8:30 AM - LOCATION: JJL410

MEETING CALLED BY	Dr. Thomas Cole
TYPE OF MEETING	Faculty Meeting
ATTENDEES	Thomas R. Cole, PhD; Rebecca Lunstroth, JD, MA; Nate Carlin, PhD; Angela Polczynski, MBA; Pedro Mancias, MD; Timothy Houk, PhD; Alma Rosas
ABSENT	Alejandro Chaoul, PhD; Francine Snow, DrPH; Deborah R. Franklin, DDS, MA; Eugene Boisubin, MD; Anson Koshy, MD; Keisha Ray, PhD;
DISCUSSION I	Minutes from the March 20, 2019 meeting were approved.
DISCUSSION II	<ol style="list-style-type: none"> 1. Dr. Cole <ol style="list-style-type: none"> a. Announced that Dr. Ray was invited to become an associate editor of Bioethics.net (blog). The blog is hosted by the <i>American Journal of Bioethics</i>. 2. Dr. Carlin <ol style="list-style-type: none"> a. Informed the group of the conference that he is coordinating for 2020. The conference will consist of ten to fifteen scholars. The group will be work-shopping doctor-writer papers over a three day period. The conference will take place March 23-25, 2020. The submission deadline is May 1, 2019. Dr. Carlin has received more than 40 submissions. 3. Ms. Lunstroth <ol style="list-style-type: none"> a. Reported that she and Ms. Polczynski toured all of the UTHealth-Houston campuses to prepare for the upcoming QEP submission.
DISCUSSION III	The group discussed Ms. Lunstroth's preliminary draft of her Poverty Simulation research paper. Ms. Polczynski served as commentator.

I certify that these are the minutes from the APRIL 17, 2019 meeting.

Staff Meeting

MINUTES

MAY 1, 2019 - TIME: 8:30 AM - LOCATION: JJL410

MEETING CALLED BY	Dr. Thomas Cole
TYPE OF MEETING	Faculty Meeting
ATTENDEES	Thomas R. Cole, PhD; Rebecca Lunstroth, JD, MA; Nate Carlin, PhD; Angela Polczynski, MBA; Keisha Ray, PhD; Pedro Mancias, MD; Timothy Houk, PhD; Alma Rosas
ABSENT	Alejandro Chaoul, PhD; Francine Snow, DrPH; Deborah R. Franklin, DDS, MA; Eugene Boisaubin, MD; Anson Koshy, MD
DISCUSSION I	Minutes from the April 17, 2019 meeting were approved.
DISCUSSION II	<ol style="list-style-type: none"> 1. Dr. Cole <ol style="list-style-type: none"> a. Suggested to the group to view Rita Charon's <i>2018 Jefferson Lecture in the Humanities</i> at the Warner Theatre in Washington, D.C. b. Informed the group that he is working on a new podcast. His first guest will be Dr. Ricardo Nuila. Dr. Nuila will discuss his experiences caring for the poor at Ben Taub Hospital. c. Announced that there are several open spots available for Dr. Charon's workshop <i>Doing Narrative Medicine: A Participatory Workshop in Clinical Sight</i>. 2. Dr. Carlin <ol style="list-style-type: none"> a. Informed the group that at next year's banquet the final projects will be audio recorded due to large volume of certificate program graduates. b. Announced that he would like to invite Dr. Dan Blazer, Professor of Psychiatry and Behavioral Sciences at Duke, to be the Fall Dinner speaker. His visit will be funded by the Grant Taylor Endowment. 3. Ms. Lunstroth <ol style="list-style-type: none"> a. Reported that she attended a health policy hackathon and would like to integrate it into the QEP.
DISCUSSION III	In our next meeting we will be discussing Angela Polczynski's paper "Beyond Silos: An interprofessional, campus-wide ethics education program".

I certify that these are the minutes from the MAY 1, 2019 meeting.

Staff Meeting

MINUTES

MAY 15, 2019 - TIME: 8:30 AM - LOCATION: JYL410

MEETING CALLED BY	Dr. Thomas Cole
TYPE OF MEETING	Faculty Meeting
ATTENDEES	Thomas R. Cole, PhD; Rebecca Lunstroth, JD, MA; Nate Carlin, PhD; Angela Polczynski, MBA; Keisha Ray, PhD; Pedro Mancias, MD; Timothy Houk, PhD; Eugene Boisaubin, MD; Anson Koshy, MD; Alma Rosas
ABSENT	Francine Snow, DrPH; Deborah R. Franklin, DDS, MA
DISCUSSION I	Minutes from the May 1, 2019 meeting were approved.
DISCUSSION II	<ol style="list-style-type: none"> 1. Dr. Cole <ol style="list-style-type: none"> a. Asked group to be prepared to discuss post-doctoral candidates on May 22, 2019. The goal is to create a short list for Skype interviews. 2. Dr. Carlin <ol style="list-style-type: none"> a. Announced that Dr. Dan Blazer, Professor of Psychiatry and Behavioral Sciences at Duke, will be the speaker for the September 26, 2019 dinner. Suggested that he be invited to speak at internal medicine grand rounds. 3. Ms. Lunstroth <ol style="list-style-type: none"> a. Reported that QEP proposal deadline is June 7, 2019. b. Informed the group that she is working on creating a course for the genetic counseling program.
DISCUSSION III	Discussed Ms. Angela Polczynski's paper "Beyond Silos: An interprofessional, campus-wide ethics education program".

I certify that these are the minutes from the MAY 15, 2019 meeting.

Staff Meeting

MINUTES

JUNE 5, 2019 - TIME: 8:30 AM - LOCATION: JJL410

MEETING CALLED BY	Dr. Thomas Cole
TYPE OF MEETING	Faculty Meeting
ATTENDEES	Thomas R. Cole, PhD; Nate Carlin, PhD; Angela Polczynski, MBA; Keisha Ray, PhD; Timothy Houk, PhD; Rebecca Lunstroth, JD, MA; Anson Koshy, MD; Alma Rosas
ABSENT	Francine Snow, DrPH; Deborah R. Franklin, DDS, MA; Pedro Mancias, MD; Eugene Boisaubin, MD
DISCUSSION I	Minutes from the May, 19 2019 meeting were approved.
DISCUSSION II	<ol style="list-style-type: none"> 1. Dr. Cole Reported that the post doc position was offered to Dr. Maria Cristina Murano. 2. Dr. Koshy <ol style="list-style-type: none"> a. Reported that he will be lecturing on professionalism in upcoming orientation seminars for residents and fellows (September 19 & 26, 2019). 3. Dr. Ray <ol style="list-style-type: none"> a. Announced that she is working on the fourth year elective schedule. Please let her know your availability.
DISCUSSION III	We will only meet once a month during the summer months.

I certify that these are the minutes from the JUNE 5, 2019 meeting.

Staff Meeting

MINUTES

JULY 17, 2019 - TIME: 8:30 AM - LOCATION: JYL410

MEETING CALLED BY	Dr. Thomas Cole
TYPE OF MEETING	Faculty Meeting
ATTENDEES	Thomas R. Cole, PhD; Nate Carlin, PhD; Angela Polczynski, MBA; Keisha Ray, PhD; Timothy Houk, PhD; Rebecca Lunstroth, JD, MA; Anson Koshy, MD; Alma Rosas
ABSENT	Francine Snow, DrPH; Deborah R. Franklin, DDS, MA; Pedro Mancias, MD; Eugene Boisaubin, MD
DISCUSSION I	Minutes from the June 5, 2019 meeting were approved.
DISCUSSION II	<ol style="list-style-type: none"> 1. Dr. Cole <ol style="list-style-type: none"> a. Reported on the Ninth Cambridge Consortium for Bioethics Education conference that took place in Paris, France. b. Announced that the postdoctoral position has been offered to Dr. Lydia Wytenbroek. c. Informed the group that Dr. Bently Bobrow, Chair of Emergency Medicine, is interested in collaborating with the McGovern Center. 2. Dr. Koshy <ol style="list-style-type: none"> a. Announced that he will be lecturing on professionalism in upcoming orientation seminars for residents and fellows (September 19 & 26, 2019). 3. Ms. Lunstroth <ol style="list-style-type: none"> a. Reported on the NASA project that she was involved in. 4. Dr. Carlin <ol style="list-style-type: none"> a. Reported that Dr. Dan Balzer will be the guest speaker for the September 26, 2019 certificate program Fall dinner. Expenses for the visit will be paid for by the Grant Taylor Endowment Fund. b. Announced that he plans on increasing activities with the School of Dentistry certificate program students. c. Informed the group that a total of \$500 will be allocated to FY20 mentorship project meetings.
DISCUSSION III	We will only meet once a month during the summer months.

I certify that these are the minutes from the JULY 17, 2019 meeting.

Staff Meeting

MINUTES

AUGUST 21, 2019 - TIME: 8:30 AM - LOCATION: JYL410

MEETING CALLED BY	Dr. Thomas Cole
TYPE OF MEETING	Faculty Meeting
ATTENDEES	Thomas R. Cole, PhD; Nate Carlin, PhD; Angela Polczynski, MBA; Pedro Mancias, MD; Keisha Ray, PhD; Rebecca Lunstroth, JD, MA; Anson Koshy, MD; Alma Rosas
ABSENT	Francine Snow, DrPH; Deborah R. Franklin, DDS, MA; Eugene Boisaubin, MD
DISCUSSION I	Minutes from the July 17, 2019 meeting were approved.
DISCUSSION II	<ol style="list-style-type: none"> 1. Dr. Cole <ol style="list-style-type: none"> a. Announced that the postdoctoral position that has been offered to Dr. Lydia Wytenbroek has been delayed due to visa issues. b. Informed the group that Ms. Lunstroth will take lead and help update the center's pamphlet to commemorate our 15th year anniversary as a center. c. Reported that Ange Finn will take over as the Sacred Vocation Program Director. 2. Dr. Koshy <ol style="list-style-type: none"> a. The Human Ties newsletter will feature the center's 15th anniversary celebration. The issue will be available late fall. 3. Ms. Polczynski <ol style="list-style-type: none"> a. Reported that the formal QEP report is due November 1, 2019. She and Ms. Lunstorth will meet with Eric Solberg to discuss expectations. 4. Dr. Carlin <ol style="list-style-type: none"> a. Reported that Dr. Joseph Fins of Weill Cornell Medicine will be the guest speaker for the graduation banquet. We will be using the Grant Taylor Endowment funds. b. The medical humanities welcome reception will be hosted by Dr. Cole on October 3, 2019. c. Announced that Dr. Ray will be taking as Director of the Forth-Year Elective.
DISCUSSION III	Dr. Carlin's paper will be reviewed on the September 18, 2019 staff meeting.

I certify that these are the minutes from the JULY 17, 2019 meeting.

Staff Meeting

MINUTES

SEPTEMBER 4, 2019 - TIME: 8:30 AM - LOCATION: JJL410

MEETING CALLED BY	Dr. Thomas Cole
TYPE OF MEETING	Faculty Meeting
ATTENDEES	Thomas R. Cole, PhD; Nate Carlin, PhD; Angela Polczynski, MBA; Pedro Mancias, MD; Keisha Ray, PhD; Rebecca Lunstroth, JD, MA; Anson Koshy, MD; Alma Rosas
ABSENT	Francine Snow, DrPH; Deborah R. Franklin, DDS, MA; Eugene Boisaubin, MD
DISCUSSION I	Minutes from the August 21, 2019 meeting were approved.
DISCUSSION II	<ol style="list-style-type: none"> 1. Dr. Cole <ol style="list-style-type: none"> a. Reported that Ange Finn, Sacred Vocation Program Director, will join us for the October 2, 2019 staff meeting. b. Reminded the group that John Leland of the <i>New York Times</i> will be at the McGovern Center on September 13, 2019. c. Announced that Dr. Bryanna Moore, Clinical Ethics Fellow of Baylor College of Medicine, will be attending the Maternal-Fetal Medicine weekly multi-disciplinary meetings with him. 2. Dr. Ray <ol style="list-style-type: none"> a. Noted that October 1, 2019 is the syllabus deadline for the upcoming electives. b. Disclosed that nine MS3 students attended that Museum of Fine Arts outing. They all enjoyed the William Forsythe: Choreographic Objects exhibit. 3. Dr. Koshy <ol style="list-style-type: none"> a. Reported that he was recently appointed as Chair of the Medical School Art Wall. He along with the committee will be curating upcoming exhibits. 4. Ms. Lunstroth <ol style="list-style-type: none"> a. Reported that she and Ms. Polczynski met with Eric Solberg to discuss QEP. Out of the four proposals submitted, two of them are viable. b. Announced that she is the new faculty sponsor for the medical student art club. c. Informed the group that the newly developed Genetic Counseling Ethics Course will make its debut this year. 5. Dr. Carlin <ol style="list-style-type: none"> a. Reported that Dr. Joseph Fins of Weill Cornell Medicine will be the guest speaker for the graduation banquet. We will be using the Grant Taylor Endowment funds. Please save the date for April 23, 2020. Back up dates are April 21 and 22.
DISCUSSION III	Dr. Carlin's paper will be reviewed on the September 18, 2019 staff meeting.

I certify that these are the minutes from the SEPTEMBER 4, 2019 meeting.

Staff Meeting

MINUTES

SEPTEMBER 18, 2019 - TIME: 8:30 AM - LOCATION: JJL410

MEETING CALLED BY	Dr. Thomas Cole
TYPE OF MEETING	Faculty Meeting
ATTENDEES	Thomas R. Cole, PhD; Nate Carlin, PhD; Angela Polczynski, MBA; Pedro Mancias, MD; Keisha Ray, PhD; Rebecca Lunstroth, JD, MA; Eugene Boisaubin, MD; Alma Rosas
ABSENT	Francine Snow, DrPH; Deborah R. Franklin, DDS, MA; Anson Koshy, MD
DISCUSSION I	Minutes from the September 4, 2019 meeting were approved.
DISCUSSION II	<ol style="list-style-type: none"> 1. Dr. Cole <ol style="list-style-type: none"> a. Reported that McGovern medical students have invited him to attend an environmental justice protest at city hall on September 20, 2019. 2. Ms. Lunstroth <ol style="list-style-type: none"> a. Announced that the University of Houston has taken the initiative to create a city wide ethics calendar. She asked the group for event suggestions. 3. Ms. Polczynski <ol style="list-style-type: none"> b. Reported that the QEP draft will be completed by the end of the month. c. Inquired about our involvement with the History of Medicine Lecture Series. d. Suggested we start live streaming the Arts & Resilience Series via the Center's YouTube channel. 4. Dr. Carlin <ol style="list-style-type: none"> a. Asked the group for guest speaker suggestions for the Spring 2020 certificate program dinner. Suggested speakers include: <ul style="list-style-type: none"> ○ Dr. Carl Hammerschlag a master storyteller and internationally recognized author, physician, speaker, healer, and humanitarian clown. A Yale-trained psychiatrist, he has spent more than twenty years working with Native Americans. He is an expert on community-based health care, how to survive in rapidly changing cultures, and a leading authority in the practical applications of psychoneuroimmunology (mind-body-spirit medicine). ○ MK Czerwicz, RN, MA is a nurse who uses comics to contemplate the complexities of illness and caregiving. She is the Artist-in-Residence at Northwestern Feinberg School of Medicine and a Senior Fellow of the George Washington School of Nursing Center for Health Policy & Media Engagement. MK has been making comics under the pseudonym Comic Nurse since 2000. She co-runs GraphicMedicine.org, a website devoted to the intersection of comics and health.
DISCUSSION III	Dr. Carlin's paper was reviewed.

I certify that these are the minutes from the SEPTEMBER 18, 2019 meeting.

Staff Meeting

MINUTES

OCTOBER 2, 2019 - TIME: 8:30 AM - LOCATION: JYL410

MEETING CALLED BY	Dr. Thomas Cole
TYPE OF MEETING	Faculty Meeting
ATTENDEES	Thomas R. Cole, PhD; Nate Carlin, PhD; Angela Polczynski, MBA; Pedro Mancias, MD; Keisha Ray, PhD; Rebecca Lunstroth, JD, MA; Eugene Boisaubin, MD; Ange Finn; Alma Rosas
ABSENT	Francine Snow, DrPH; Deborah R. Franklin, DDS, MA; Anson Koshy, MD
DISCUSSION I	Minutes from the September 18, 2019 meeting were approved.
DISCUSSION II	<ol style="list-style-type: none"> 1. Dr. Cole <ol style="list-style-type: none"> a. Introduced Ange Finn as the new director of the Sacred Vocation Program. b. Reminded the group that he will be hosting the Medical Humanities Scholarly Concentration Program welcome reception on October 3, 2019. c. Reported that Dr. Ulla Kriebner, Associate Professor at the Center for Inter-American Studies (C.IAS) at the University of Graz, Austria, will be in town November 11-13, 2019. Please let him know if you are interested in meeting with her. 2. Ms. Lunstroth <ol style="list-style-type: none"> a. Announced that the professionalism videos that she and Dr. Koshy created for the Professionalism Small Groups course were well received. b. Asked the group to review the preliminary 15th anniversary brochure draft. 3. Dr. Mancias <ol style="list-style-type: none"> c. Asked the group for guest speaker suggestions for diversity week. 4. Dr. Carlin <ol style="list-style-type: none"> a. Reported that due to scheduling conflicts Dr. Finn will not be able to be the guest speaker for the banquet. MK Czerwicz, the "comic nurse", has confirmed her availability. 5. Ms. Finn <ol style="list-style-type: none"> a. Discussed the framework of the Sacred Vocation Program. b. Informed the group that she was recruited to SVP by Rabbi Karff over ten years ago. 6. Ms. Polczynski <ol style="list-style-type: none"> a. Reported that she has been working with Victoria Morris on collecting data from Medical Humanities Scholarly Concentration alumni. 7. Dr. Ray <ol style="list-style-type: none"> a. Informed the group that she has been invited to speak at Hiram College.
DISCUSSION III	The group will review the Quality Enhancement Plan (QEP) submission draft on October 16, 2019.

I certify that these are the minutes from the SEPTEMBER 18, 2019 meeting.

Staff Meeting

MINUTES

OCTOBER 17, 2018 - TIME: 8:30 AM - LOCATION: JJL410

MEETING CALLED BY	Dr. Thomas Cole
TYPE OF MEETING	Faculty Meeting
ATTENDEES	Thomas R. Cole, PhD; Nate Carlin, PhD; Rebecca Lunstroth, JD, MA; Anson Koshy, MD; Timothy Houk, PhD; Pedro Mancias, MD; Eugene Boisaubin, MD; Angela Polczynski, MBA; Alma Rosas
ABSENT	Alejandro Chaoul, PhD; Francine Snow, DrPH; Deborah R. Franklin, DDS, MA
DISCUSSION I	Minutes from the September 5, 2018 meeting were approved.
DISCUSSION II	<ol style="list-style-type: none"> 1. Dr. Cole <ol style="list-style-type: none"> a. Reported that Dr. Keisha Ray's start date will be in January 2019. b. Discussed 15th Anniversary possible events and mentioned that he would like to include a dinner to celebrate the center's accomplishments. c. Informed the group that he met with Lorenz Meyer from the Office of Communications to discuss a new pamphlet. 2. Ms. Lunstroth <ol style="list-style-type: none"> a. Announced that the Campus Wide Ethics & Humanities Program is looking into replacing <i>The Brewsters</i>. The new theme will be social justice and health policy. She noted that Act 1 of <i>The Brewsters</i> will continue to be used. b. Reported that the CWEHP group is developing teaching modules. 3. Dr. Carlin <ol style="list-style-type: none"> a. Reported on faculty senate updates. 4. Dr. Koshy <ol style="list-style-type: none"> a. Announced that is working on a paper with Dr. Marielle Gross. 5. Dr. Boisaubin <ol style="list-style-type: none"> b. Announced that Dr. Craig Klugman will be at McGovern Medical School on December 6, 2018.
DISCUSSION III	Dr. Carlin commented on Dr. Houk's rough draft of an article.

I certify that these are the minutes from the OCTOBER 17, 2018 meeting.

Staff Meeting

MINUTES

NOVEMBER 21, 2018 - TIME: 8:30 AM - LOCATION: JYL410

MEETING CALLED BY	Dr. Thomas Cole
TYPE OF MEETING	Faculty Meeting
ATTENDEES	Thomas R. Cole, PhD; Rebecca Lunstroth, JD, MA; Anson Koshy, MD; Timothy Houk, PhD; Angela Polczynski, MBA; Alma Rosas
ABSENT	Alejandro Chaoul, PhD; Francine Snow, DrPH; Deborah R. Franklin, DDS, MA; Pedro Mancias, MD; Eugene Boisaubin, MD; Nate Carlin, PhD
DISCUSSION I	Minutes from the October 17, 2018 meeting were approved.
DISCUSSION II	<ol style="list-style-type: none"> 1. Dr. Cole <ol style="list-style-type: none"> a. Informed the group that he is part of the dean's search committee for the School of Nursing. a. Announced that Dr. Craig Klugman will be at McGovern Medical School on December 6, 2018.
DISCUSSION III	Dr. Koshy commented on Dr. Cole's book chapter.

I certify that these are the minutes from the NOVEMBER 21, 2018 meeting.