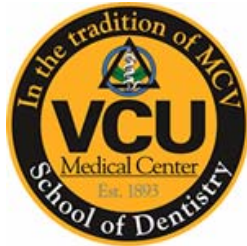


SCHOOL OF DENTISTRY



2007-2008 COMMITTEE ASSIGNMENTS & CHARGES

September 27, 2007

ACADEMIC PERFORMANCE COMMITTEE

Members:

B. Ellen Byrne, Chairman

Assistant Dean, Academic Affairs

Betsy A. Hagan, ex officio

Gregory Ness (2010)

(D-3/D-4 Coordinator)

Vincent Sawicki (2008)

Holly Lewis (2009)

Michael Healy, Admissions, ex officio

Carol Brooks (2008)

Carolyn Booker, ex officio

Raphael Witorsch (2010)

James C. Burns (2009)

(D-2 Coordinator)

(Full-Time Affiliate Dental Faculty)

Kim Isringhausen (2010)

John Gunsolley (2009)

(DH-3 & DH-4 Coordinator)

Bach Bui (2008)

Steve Lindauer (2009)

Karan Replogle (2010)

(D-1 Coordinator)

Committee Charges:

1. Review and evaluate the guidelines and criteria used for the purpose of determining the academic status of students.
2. Based upon academic performance, subjective evaluations, and other criteria and using the policies and guidelines in effect, decide on the status of each student relative to graduation, promotion, probation, repetition, dismissal or such other actions which result in a change in status. Communicate actions in writing together with other requirements such as remediation or repetition of courses.
3. Assist in the identification of recipients for appropriate scholarships and awards.
4. Review and comment on existing policies which govern Academic Performance Committee actions.
5. Monitor progress of students who are on probation for completion of their probational requirements.
6. Prepare an annual written report of the committee's activities, to include an assessment of the committee charges and recommendations for change and submit to the Steering Committee no later than one week prior to the June all-faculty meeting.
7. Prepare an annual oral report of the committee's activities to be presented at an all-faculty meeting.
8. Complete an evaluation of committee members annually and submit to appropriate department chair.

ADMINISTRATIVE COMMITTEE

Members:

Ronald J. Hunt, Chairman
Dean

A. Omar Abubaker
Chair, Dept. of Oral &
Maxillofacial Surgery

Michael Healy
Assistant Dean for Admissions

Carolyn Booker
Assistant Dean for Student
Affairs

James C. Burns
Assistant Dean for Clinical
Education
Chair, Department of Oral
Pathology

Karan Repogle
Interim Chair, Department of
Endodontics

Fred Certosimo,
Chair, Department of General
Practice

Betsy A. Hagan
Senior Associate Dean

Kimberley Blowe
Assistant Dean for
Administrative Services

Steven J. Lindauer
Chair, Department of
Orthodontics

Andrew Yeudall
Interim Chair, Dept of OCMB

B. Ellen Byrne
Assistant Dean for Academic
Affairs

Kim Isringhausen
Director, Division of Dental
Hygiene

Harvey A. Schenkein
Assistant Dean for Research
Chair, Periodontics

John W. Unger
Chair, Dept. of Prosthodontics

John H. Unkel
Chair, Department of Pediatric
Dentistry

Edward Kardos
Director, Development

Gregory Ness
Chair of the Faculty
Chair of Steering Committee

Jack Gunsolley
Representative from Steering
Committee

David Burns
Representative from Steering
Committee

Paul Wiley
Representative from Steering
Committee

Committee Charges:

1. Review all proposed actions arising from regular or special meetings of the Faculty of Dentistry.
2. Review all proposed actions arising from administration actions or committees of the School.
3. Forward suggestions for new actions to the Steering Committee.
4. Review nominations and charges for Standing and Special Committees of the Faculty.
5. Serve as an advisory body to the Dean.

ADVANCED DENTAL EDUCATION COMMITTEE

Members:

Laurie Carter, Chairman

Michael Webb

Program Director, Pediatric Dentistry

Interim Director

Program Director, AEGD

Robert A. Strauss

Program Director, Oral & Maxillofacial Surgery

Karan Replogle

Program Director, Endodontics

Thomas C. Waldrop

Program Director, Periodontics

Bhavna Shroff

Program Director, Orthodontics

Tareq Al-Ali

AEGD Resident

Andrew Yeudall

Interim Chair, Department of Oral & Craniofacial

Molecular Biology, ex officio

Pye Kyu

Endodontics Resident

Committee Charges:

1. Review and monitor Basic Sciences and Graduate Dentistry, Biostatistics and Research Design, Update in Practice Management, and Interdisciplinary Care Conference courses and make recommendations for any indicated modifications.
2. Review ADA Accreditation Standards and monitor programs for compliance with specialty programs standards and other guidelines.
3. Coordinate and direct conjoint courses in postgraduate dental education, identify the need for additional courses, and develop such courses as indicated
4. Coordinate and monitor programs for compliance with Graduate Medical Education Standards.
5. Review criteria for acceptance of foreign-trained dentists into advanced education programs to assure guidelines are adhered to by all programs.
6. Monitor progress of residents in the Master of Science in Dentistry Program and assure support for research design and methodology.
7. Offer in-service training on the responsibilities of thesis committee chairs.
8. Prepare an annual written report of the committee's activities, to include an assessment of the committee charges and recommendations for change and submit to the Steering Committee no later than one week prior to the June all-faculty meeting.
9. Prepare an annual oral report of the committee's activities to be presented at an all-faculty meeting.
10. Complete an evaluation of committee members annually and submit to appropriate department chair.

CLINICAL AFFAIRS COMMITTEE

Members:

Betsy A. Hagan, Chairman	Michael Huband (2009)	Student TBD
Monica Bridgeforth, ex officio	Kim Istringhausen (2009)	Student TBD
Karan Replogle (2010)	Altug Kazanoglu (2008)	Student TBD
James P. Coffey (2008)	Student TBD	

Committee Charges:

1. Evaluate our current patient population and develop strategies, if necessary, for improving this population by means of marketing our clinic and the services we provide.
2. Monitor adherence to the policy for personnel infected with blood borne pathogens (faculty staff, and student involved in direct patient care for the VCU School of Dentistry).
3. Continue to monitor policies as needed to insure that the VCU School of Dentistry complies with OSHA, state, and institutional mandates and that appropriate steps are followed to insure environmental safety to include appropriate monitoring of nitrous oxide levels. Perform OSHA-type inspections randomly on a routine basis (at least once a semester or semiannually).
4. Continue to monitor adherence to established policies and procedures relative to treatment of those patients with known or suspected communicable diseases.
5. Assure continuance of procedures relative to hepatitis screening and vaccination for all direct patient care personnel within VCU School of Dentistry. Check to insure that records are accurate.
6. Assure continuance of the annual update and in-service training program whereby all students, faculty and staff are kept informed concerning infectious diseases and biohazard control.
7. Continue to monitor the VCU School of Dentistry's method of waste disposal to insure that it is in compliance with state and local regulations.
8. Continue to update the clinic manual as to changes in protocol for asepsis, sterilization and hepatitis, etc. on a continuous basis.
9. Review Accreditation Standards and recommend appropriate action or provide guidance in establishing "Outcomes" measures accordingly and supply information for the accreditation self-study as appropriate.
10. Review, evaluate, and recommend appropriate policies concerning the monitoring and screening of tuberculosis and other airborne pathogens in students, faculty, and staff involved in direct patient contact.
11. Monitor and assure compliance with dental license renewal on a yearly basis for all full-time dental clinical faculty.
12. Prepare an annual written report of the committee's activities, to include an assessment of the committee charges and recommendations for change and submit to the Steering Committee no later than one week prior to the June all-faculty meeting.
13. Prepare an annual oral report of the committee's activities to be presented at an all-faculty meeting.
14. Complete an evaluation of committee members annually and submit to appropriate department chair.

CURRICULUM COMMITTEE

Members:

B. Ellen Byrne, Chairman	Sharon Lanning (2010)	Diane Nelson D'10
Omar Abubaker (2009)	John Unger (2010)	Farzaneh Rostami D'10
Carolyn Booker, ex officio	Riki Gottlieb (2008)	Darren Dorfman D'10
Fred Certosimo (2010)	Russell Guymon D'08	D'11
David Burns (2008)	Eric Ballou D'08	D'11
Thomas E. Koertge (2009)	Derek Winegar D'08	D'11
Linda Baughan (2008)	Eric Whidden D'09	Lauren Gray DH'08
Joan Pellegrini (2009)	Caitlin Stangel D'09	Tan Ho DH'08
Alex Meredith (2010)	Susan Hoppenjans D'09	

Committee Charges:

1. Perform a comprehensive review of the predoctoral dental and dental hygiene curricula such that in three years the entire curricula will be reviewed.
2. Review and modify as needed the competency statements and outcome measures of the School of Dentistry to assure compliance with accreditation standards.
3. Plan and implement curriculum modification. The Committee should place emphasis on curriculum related to treatment planning and in conjunction with renovations of the pre-clinical facilities.
4. Maintain the computerized curriculum database to support curriculum management, including monitoring of competency assessment.
5. Review policies and procedures for clinical requirements established by all departments. Include review of clinical requirements in the course review system.
6. Review any major changes in the content(s) of a course(s)
7. Make recommendations to the Dean of applications received and suitable for faculty reward under the Faculty Incentive Program.
8. Develop a schedule for submission of proposed changes to the curriculum.
9. Prepare an annual written report of the committee's activities, to include an assessment of the committee charges and recommendations for change and submit to the Steering Committee no later than one week prior to the June all-faculty meeting.
10. Prepare an annual oral report of the committee's activities to be presented at an all-faculty meeting.
11. Complete an evaluation of committee members annually and submit to appropriate department chair.

DENTAL ADMISSIONS COMMITTEE

Members:

Michael Healy, Chairman	Terry Imbery (2008)
Carolyn Booker (2009)	Robert Sabatini (2009)
Carol Brooks (2010)	Andrew Yeudall (2010)
Bach Bui (2008)	James Lance (2009)
Alfred Certosimo (2009)	Lawrence Masters (2008)
John Svirsky (2010)	Thomas Koertge (2008)
Frank Robertello (2010)	Vincent Sawicki (2008)
Tonya Parris-Wilkins (2009)	Eser Tufekci (2010)
Charles Janus (2008)	Student TBD
John Boyle (2009)	Student TBD

Committee Charges:

1. Recommend to the Dean guidelines for determining acceptability of applicants recalling that primary consideration is to be given to qualified in-state applicants.
2. In concert with the Dean for Academic Affairs, evaluate admissions criteria and determine their effectiveness in predicting academic, clinical, and National Board performance to include the design, implementation, and assessment of a quantifiable interview process.
3. Review applications of individuals desiring to be admitted to the School with advanced standing including the specific level (year) in which the candidates shall be admitted. Make recommendations to the academic dean.
4. Continue the dental school recruitment program and continue emphasizing identification of potential applicants from minority groups and women.
5. Recommend policies and procedures for the awarding of entry-level and subsequent scholarships by type, i.e., school scholarship, state discretionary funds, A. D. Williams.
6. Prepare an annual written report of the committee's activities, to include an assessment of the committee charges and recommendations for change and submit to the Steering Committee no later than one week prior to the June all-faculty meeting.
7. Prepare an annual oral report of the committee's activities to be presented at an all-faculty meeting.
8. Complete an evaluation of committee members annually and submit to appropriate department chair.

DENTAL HYGIENE ADMISSIONS COMMITTEE

Members:

Coral Diaz (2010) Chair	Michelle McGregor (2010)
Joan M. Pellegrini (2009)	Tan Ho DH'08
Kim T. Isringhausen (2008)	Emily Mauck DH'08
Tammy Swecker (2008)	Jessica Fitzgerald DH'08

Committee Charges:

1. Recommend to the Steering Committee guidelines for determining acceptability of applicants, recalling that primary consideration is to be given to qualified in-state applicants.
2. Evaluate the admissions criteria to assure compliance of Accreditation Standards on Dental Hygiene Admissions.
3. Review applications for individuals desiring to be admitted with advanced standing.
4. Ensure recruitment of qualified applicants from under-represented minority groups.
5. Prepare an annual written report of the committee's activities, to include an assessment of the Committee charges and recommendations for change and submit to the Steering Committee no later than one week prior to the June all-faculty meeting.
6. Prepare an annual oral report of the committee's activities to be presented at an all-faculty meeting.
7. Complete an evaluation of committee members annually and submit to appropriate department chair.

PROMOTION AND TENURE COMMITTEE

Members:

James Giglio, Chair (2009)

James Coffey (2008)

Bhavna Shroff (2010)

Todd Kitten (2009)

Michael Webb (2010)

Committee Charges:

1. Perform equitable, impartial, and objective reviews for each eligible member of the faculty and submit recommendations for promotion and tenure in accordance with current procedure.
2. Evaluate and update the review process and promotion/tenure documentation to ensure that it contains only essential and pertinent information.
3. Apply consistent guidelines for tenure and promotion thereby assuring the validity and reliability of these decisions.
4. Continually evaluate the procedures and policy and make suggestions for change.
5. Hold an annual (as needed) in-service for faculty likely to go through the P&T process in the coming years to review procedures and documentation.
6. Prepare an annual written report of the committee's activities, to include an assessment of the committee charges and recommendations for change and submit to the Steering Committee no later than one week prior to the June all-faculty meeting.
7. Prepare an annual oral report of the committee's activities to be presented at an all-faculty meeting.
8. Complete an evaluation of committee members annually and submit to appropriate department chair.

QUALITY ASSURANCE COMMITTEE

Members:

Betsy A. Hagan, Chair	John Unger (2008)	Student TBD
Larry Masters (2009)	Monica Bridgeforth	Student TBD
Bill Betzhold (2010)	Freda Pickle	Student TBD
Joan Pellegrini (2008)	Mettie Youngerman	

Committee Charges:

The Quality Assurance Committee, responsible to the Dean of the School of Dentistry, will monitor risk management, appraise the quality of care provided, and assess quality improvements within the Virginia Commonwealth University School of Dentistry.

1. The Quality Assurance Committee, responsible to the Dean of the School of Dentistry, will monitor risk management, appraise the quality of care provided, and assess quality improvements within the Virginia Commonwealth University School of Dentistry.
2. Monitor the formally organized sequence of activities implemented to assess quality of dental care delivery in the school's patient care areas.
3. Review, integrate and coordinate findings, recommendations, and actions from other quality-related activities that affect quality assurance.
4. Evaluate data to assess quality of care and risk management, to recommend actions that the committee feels would remedy deficiencies.
5. Conduct reassessments to determine that the recommended actions have been implemented and have achieved the desired results.
6. As appropriate, coordinate activities with the Committee on Clinical Affairs, Committee on Academic Affairs, and Advanced Dental Education Committee.
7. When requested, provide the appropriate information and recommendations relative to the Strategic Planning process.
8. Prepare an annual written report of the committee's activities, to include an assessment of the committee charges and recommendations for change and submit to the Steering Committee no later than one week prior to the June all-faculty meeting.
9. Prepare an annual oral report of the committee's activities to be presented at an all-faculty meeting.
10. Complete an evaluation of committee members annually and submit to appropriate department chair.

RESEARCH COMMITTEE

Members:

Harvey A. Schenkein, Chairman

Al Best (2009)
(Full-Time Affiliate Dental Faculty)

Janina Lewis (2009)

David R. Burns (2009)

Laurie Carter (2008)

Fred Certosimo (2008)

Terence Imbery (2008)

W. Andrew Yeudall (2010)
(A.D. Williams Research Advisory) (2009)

Ping Xu (2009)

Peter C. Moon (2010)

Esra Sahingur (2010)

Eser Tufekci (2008)
(A.D. Williams Research Advisory) (2008)

John Gunsolley (2008)
(A.D. Williams Research Advisory) (2010)

Committee Charges:

1. Conduct self-studies, prepare reports, and assist in implementation of recommendations related to research, as may be required by accrediting agencies or at the request of the Steering Committee.
2. Develop recommendations and establish priorities for the use of flexible research support funds available to the School of Dentistry.
3. Review general resources for research, including laboratory space and clinical research facilities, and develop recommendations to the Dean for their equitable distribution. Advise the Dean of needed, but unavailable, resources as well as of poorly utilized resources that could be reallocated.
4. Provide consultation with faculty members preparing research protocols for submission to outside agencies as requested. Review and comment on applications intended for submission to A. D. Williams Research Advisory Committee as required by the Research Committee policy adopted in 1982.
5. Make recommendations to the Assistant Dean for Research of applications reviewed and suitable for faculty reward under the faculty incentive program.
6. Review and award student summer fellowships (A. D. Williams, federal funds, etc.) with the concurrence of A. D. Williams Research Advisory Committee members. Nominate a student to attend the ADA Annual Student Research Conference.
7. Review and award Alexander Fellowships for advanced education students.
8. Monitor the Strategic Plan to improve research productivity of the School of Dentistry at all levels and across all departments. This should include recommendations concerning the administrative structure, resources needed and an impact statement relative to other school programs.
9. Coordinate with the appropriate bodies the presentation of in-service training for faculty in research design, methodology, grant-writing, etc., as requested.
10. Prepare an annual written report of the committee's activities, to include an assessment of the committee charges and recommendations for change and submit to the Steering Committee no later than one week prior to the June all-faculty meeting.
11. Prepare an annual oral report of the committee's activities to be presented at an all-faculty meeting.
12. Complete an evaluation of committee members annually and submit to appropriate department chair.

SCHOOL OF DENTISTRY GRIEVANCE BOARD

Members:

Lawrence Masters, Chair (2008) – Non-tenured – Regular

Bill Betzhold (2009) – Non-Tenured - Alternate Position

Todd Kitten (2010) – Tenured - Regular Position

Linda Baughan (2009) – Non-Tenured - Alternate Position

Karan Replogle (2008) – Non-tenured - Regular

Tom Koertge (2010) – Tenured – Alternate Position

James Coffey (2009) - Tenured - Alternate Position

Committee Charges:

1. The School Grievance Board shall handle all faculty grievance procedures using procedures specified in the VCU Faculty Grievance Procedure.
2. Prepare an annual written report of the committee's activities, to include an assessment of the committee charges and recommendations for change and submit to the Steering Committee no later than one week prior to the June all-faculty meeting.
3. Prepare an annual oral report of the committee's activities to be presented at an all-faculty meeting.
4. Complete an evaluation of committee members annually and submit to appropriate department chair.

SEDATION AND ANESTHESIA COMMITTEE

Members:

Robert A. Strauss, Chair (2008)

Karan Replogle (2010)

Michael Webb (2010)

Betsy Hagan (ex-officio)

Thomas Waldrop (2009)

Committee Charges:

1. Determine appropriate educational and training criteria for the provision of sedation and/or anesthetic services within the School.
2. Review and approve credentialing applications for individuals desiring to provide sedation and/or anesthetic services, to determine if they meet the educational and training criteria.
3. Define and monitor appropriate equipment and personnel requirements for each clinical area, based on the type of sedation and/or anesthetic procedures performed within that area.
4. Define appropriate sedation/anesthesia-related emergency protocols for use within the School of Dentistry.
5. Monitor the quantity and safety of sedation and/or anesthetic services within the School of Dentistry via monthly departmental Quality Assurance and Incident Reports.
6. Review any cases with unexpected outcomes that are reported to the Committee and determine any necessary policy or remedial actions.
7. Prepare an annual written report of the Committee's activities, to include an assessment of the Committee charges and recommendations for change and submit to the Steering Committee no later than one week prior to the June all-faculty meeting.
8. Prepare an annual oral report of the committee's activities to be presented at an all-faculty meeting.
9. Complete an evaluation of committee members annually and submit to appropriate department chair.

STEERING COMMITTEE

Members:

Gregory Ness, Chair (2009)

John Svirsky (2008)

Ronald Hunt, ex officio

Tonya Parris-Wilkins (2009)

Paul Wiley (2008)

Jack Gunsolley (2009)

David Burns (2009)

Robert Sabatini (2008)

Committee Charges:

1. Serve as the nominating committee for all elected Faculty of Dentistry officers.
2. Appoint the members of and assign the charges to standing and special committees of the Faculty of Dentistry.
3. Appoint School of Dentistry representatives to university committees, councils and panels not otherwise specified elsewhere.
4. Receive all issues directed to it and forward such matters to the proper committee for action.
5. Elect three members of the Steering Committee to serve on the Administrative Committee.
6. Appoint a Parliamentarian.
7. Receive and review year-end reports from each standing and ad hoc committee of the faculty.
8. The Steering Committee is responsible for assuring that any all-faculty-approved amendments to the Bylaws are incorporated into an updated version of the Bylaws document.

**SCHOOL OF DENTISTRY REPRESENTATIVES
TO
UNIVERSITY COMMITTEES, COUNCILS, OR PANELS
FOR
ACADEMIC YEAR 2007-2008**

A. D. Williams Research Advisory Committee.....	Andrew Yeudall (2009)
.....	Tegwyn Brickhouse (2007)
.....	Eser Tufekci (2008)
Library Advisory Committee.....	Sharon Lanning (2007)
MCV Campus Committee on Academic Affairs	B. Ellen Byrne
Executive Committee of the Medical Staff.....	A. Omar Abubaker
Executive Committee of the Faculty (Dept. of Surgery)	A. Omar Abubaker
Credentials Committee (MCVH).....	Daniel M. Laskin
Matrix Committee (OPC)	A. Omar Abubaker
Program Directors Council	Robert A. Strauss
Graduate Medical Education Committee.....	Robert A. Strauss
Invasive Procedure Committee (MCVH), Chairman.....	James A. Giglio
Operating Room Committee (MCVH)	Gregory Ness
Oral & Maxillofacial Surgery Performance and Improvement Committee	A. Omar Abubaker
Fiscal Administrators Committee	Kimberly Blowe
Honor Council – appointed by the Dean	James Burns
Committee on the Status of Women and Minorities.....	Carol N. Brooks
Expert Panel for Issues Related to Blood-Borne Pathogen.....	
Infected Health Care Professionals and Students	James C. Burns
.....	John A. Svirsky
Institutional Biohazards Committee	Harvey Schenkein (Chair)
University Appeal Board.....	Charles E. Janus (Chair)
University Degree Audit Project Management Team.....	Janet L. Scharer
University Advising and Scheduling Committee	Janet L. Scharer
Technical Advisory Committee	Mike Morgan
VCU Optional Retirement Plan (ORP) Investment Policy Advisory Committee	Mike Morgan
International Student Service Advisory Committee	Coral Diaz

Student Health Services Advisory Committee	Carolyn Booker
University Undergraduate Curriculum Committee.....	Janet L. Scharer
University Undergraduate Academic Regulations Committee	Kim Istinghausen
University Transfer Coordinating Council	Kim Isringhausen
University Graduate Council – (3 yr. Term).....	Laurie Carter (2010)
.....	Michael Webb (2008)
Committee on Professional Degree Programs	B. Ellen Byrne (2007)
.....	Janet L. Scharer (2007)
University Promotion and Tenure Policy Review Committee.....	Bhavna Shroff (2008)
University Promotion and Tenure Appeal Committee	Frank Robertello (2008)
VCU Institute for Women’s Health.....	Betsy A. Hagan
University Assessment Council	Laurie Carter
.....	B. Ellen Byrne
Classified Staff Senate	Meredith Bryk, Alternate (2007)
Intercollegiate Athletic Council.....	Francis J. Robertello (2007)
.....	Betsy Hagan (2006)
University Faculty Senate (3-yr terms).....	Michael Huband (2009)
.....	Bill Betzhold (2010)
.....	John Boyle, 1 st Alternate (2008)
.....	Michael Morgan, 2 nd Alternate (2008)
University Council	Frank Robertello (2010)
.....	Fred Certosimo (2008)
.....	Robert Sabatini, Alternate (2008)
University Equity & Diversity Committee	Martha Clements (2007)
University Grievance & Appeal Panel.....	Robert Strauss (2010)
.....	Andrew Yeudall (2009)
.....	Charles Janus, Alternate (2009)
Faculty Representative to the ADEA Council of Faculties	Riki Gottlieb (2010)
Chair of the Faculty	Gregory Ness (2009)
Administrative Support for the Faculty	Dean’s Office
Parliamentarian of the Faculty	Joan Pellegrini

In addition, Ronald Hunt, Dean of the School of Dentistry, represents the School on the following:

VCU Council of Deans

MCV Deans' Council

University Council

A.D. Williams Committee

Virginia Center on Aging Board of Advisors

AHEC Board of Advisors