



Academic Senate

EXECUTIVE COUNCIL

January 14, 2022

To: Rosemary Tyrrell
Director of the Office of Faculty Development, School of Medicine

Brigham C. Willis
Senior Associate Dean, Medical Education, School of Medicine

CC: Declan McCole
Chair, School of Medicine Faculty Executive Committee

From: Jason Stajich
Chair, Riverside Division

RE: **Proposal for a Master of Medical Education Program (M.M.Ed. - SSGDP)**

Dear Rosemary and Brigham,

Executive Council discussed the subject proposal during their January 10, 2022 meeting. Members expressed the need for additional information and financial transparency regarding what would happen should enrollment targets not be met. Also attached is the consultative feedback from Senate committees that I hope proves helpful to you for a potential revision.

Sincerely,
/s/ Jason

COMMITTEE ON DIVERSITY, EQUITY, & INCLUSION

November 4, 2021

To: Jason Stajich
Riverside Division Academic Senate

From: Katherine Stavropoulos, Chair
Committee on Diversity, Equity, & Inclusion

Re: [Campus Review] New Graduate Program Proposal: Master of Medical Education Program (M.M.Ed. - SSGPD)

The Committee on Diversity, Equity, and Inclusion discussed your proposal for a new graduate program, Master of Medical Education Program, and we summarize the results of the discussion below. We appreciate how the program tries to fill in a gap in medical education in the Southern California region. This is an increasingly important problem due to the job shortage in the medical field in the US. The committee focused on the issues related to diversity, equity, and inclusion (DEI). We appreciate that the proposal considers DEI aspects with a section that lists the efforts made in this regard. This includes the hiring of faculty and staff, recruiting and retaining students, and curriculum development for future students. The last point, specifically, was highly appreciated since it will help future graduates of the program to further consider DEI in their careers. On the other hand, the committee also noticed some shortcomings that we would like to bring to your attention to further improve and strengthen the proposal.

1. While the proposal mentioned that best practices will be implemented for faculty and staff hiring, it did not mention what these best practices are. We understand that best practices could be different from one field to another so mentioning some examples is important.
2. The proposal did not mention if there will be any actions taken for the retention of faculty and staff. It would be important to highlight this important issue related to DEI. In this regard, the hiring and retention of students seemed to be more detailed as it mentioned several examples of the best practices that will be taken.
3. The proposal did not provide any information on the evaluation of the proposed plan on contribution to DEI. The proposed evaluation plan focused on the educational outcome which is a very important point but there should be a clearly documented evaluation plan that measures how the program contributes to diversity, equity, and inclusion.
4. The committee suggests that Section 7 "Graduate Student Support" could include some suggestions on how financial aid can contribute to DEI by providing better support to students coming from low-income families or other disadvantaged and/or under-represented communities.

The committee thinks that the proposal is well-thought out, and the points mentioned above would further strengthen it to help the proposal go smoothly through the review process and be accepted on time to start in Fall 2023 as planned.



Academic Senate

GRADUATE COUNCIL

November 22, 2021

To: Jason Stajich, Chair
Riverside Division

From: Don Collins, Chair
Graduate Council

Re: Graduate Council moratorium on the review of new SSGPDP proposals

At their November 18, 2021 meeting, Graduate Council voted in favor of imposing a moratorium on the committee's review and approval of proposals for new Self-Supporting Graduate Professional Degree Programs (SSGPDPs). The Council will not review or comment on new SSGPDP proposals until the proposed draft policy that details the role of Financial Planning & Analysis in the establishment and financial management of SSGPDPs (submitted for Senate consultation on August 12, 2021) is approved and in effect.



Academic Senate

November 1, 2021

To: Jason Stajich, Chair
Riverside Division

From: Manu Sridharan, Chair
Committee on Library and Information Technology

Re: 21-22. CR. Master of Medical Education Program (M.M.Ed. – SSGPD)

The Committee on Library and Information Technology reviewed the Master of Medical Education program proposal and had no comments



December 7, 2021

To: Jason Stajich, Chair
Riverside Division

From: Dana Simmons, Chair
Committee on Planning and Budget

RE: Proposal for a new Master of Medical Education program

Planning & Budget (P&B) reviewed the proposal for a new Master of Medical Education program and was generally favorable, recognizing the need for training in this area. The committee would like clarification on two issues: how operating losses will be covered, and how contributions to the program will be compensated. The Dean's letter of support does not include any financial commitment. There must be full clarity and commitment regarding how the School of Medicine (SOM) will pay for operating costs in the first three years and beyond. If losses should continue beyond the startup period, will they be covered by SOM's non-restricted funds? Is there a limit to covering these losses? Is there a time horizon beyond which the program would be closed if it is not revenue neutral or profitable? The committee also wondered how faculty will be compensated for teaching in the self-supporting graduate professional degree program. The proposal indicates a 1.0 FTE program coordinator and a 0.5 FTE program director, which presumably would be paid with unrestricted funds/revenues. What compensation will faculty receive for developing courses for the program, in addition to course buyouts? How will faculty be selected, and will there be any impact on state-supported programs should those faculty not be available to teach in them? How will other administrative staff time, e.g., SOM Student Affairs office (mentioned on p.6) be compensated? Some sort of infrastructure analysis should be included in the proposal (buildings and classrooms used, parking, etc.). Lastly, the committee would like clarification on the goal and scope of academic medicine, in terms of outcomes for graduates.



December 1, 2021

To: Jason Stajich, Ph.D., Chair, Academic Senate, UCR Division

From: Declan McCole, Ph.D., Chair, Faculty Executive Committee, UCR School of Medicine

Subject: Response to [Campus Review] New Graduate Program Proposal: Master of Medical Education Program (M.M.Ed. - SSGPD)

Dear Jason,

The SOM Faculty Executive Committee has reviewed the New Graduate Program Proposal: Master of Medical Education Program (M.M.Ed. - SSGPD). We approve of the proposal and have no additional comments.

Yours sincerely,

A handwritten signature in cursive script that reads "Declan McCole".

Declan F. McCole, Ph.D.
Chair, Faculty Executive Committee School of Medicine