

**MINUTES**  
**MEDICAL UNIVERSITY OF SOUTH CAROLINA**  
**BOARD OF TRUSTEES MEETING**  
April 17, 2009

The Board of Trustees of the Medical University of South Carolina convened Friday, April 17, 2009, with the following members present: Dr. Charles B. Thomas, Jr., Chairman; Mr. Thomas L. Stephenson, Esquire, Vice Chairman; Dr. Stanley C. Baker, Jr.; Mr. Melvyn Berlinsky; Mr. William H. Bingham, Sr.; Mr. William B. Hewitt; Dr. Donald R. Johnson II; Dr. E. Conyers O'Bryan, Jr.; Dr. Paula E. Orr; Dr. Thomas C. Rowland, Jr.; Mr. Charles W. Schulze; The Honorable Robin M. Tallon and Dr. James E. Wiseman, Jr. Emeritus: Mrs. Claudia W. Peeples; The Honorable Phillip D. Sasser. Absent: Dr. Cotesworth P. Fishburne, Jr.

The following administrative officials were present: Dr. Raymond S. Greenberg, President; Dr. John Raymond, Vice President for Academic Affairs and Provost; Dr. Jerry Reves, Vice President for Medical Affairs, and Dean, College of Medicine; Ms. Lisa Montgomery, Vice President for Finance and Administration; Mr. Stuart Smith, Vice President for Clinical Operations and Executive Director, MUHA; and Dr. Frank Clark, Vice President for Information Technology and CIO.

The following deans were present: Dr. Jack Sanders, College of Dental Medicine; Dr. Mark Sothmann, College of Health Professions; Dr. Jerry Reves, College of Medicine; and Dr. Arnold Karig, College of Pharmacy.

**Item 1. Call to Order-Roll Call.**

There being a quorum present, Chairman Thomas called the meeting to order. Ms. Celeste Jordan called the roll.

**Item 2. Secretary to Report Date of Next Meeting.**

The date of the next regularly scheduled meeting is Thursday, May 14, 2009. Graduation is Friday, May 15, 2009.

**Item 3. Approval of Minutes of the Regular Meeting of the Medical University of South Carolina Board of Trustees of February 13, 2009.**

Board Action: It was moved that the Minutes be approved. The motion was seconded, voted on and unanimously carried.

**RECOMMENDATIONS AND INFORMATIONAL REPORTS OF THE PRESIDENT.**

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**Item 4. General Informational Report of the President.**

Dr. Greenberg distributed a list of his activities since the last meeting. He noted the meetings regarding the legislature being in session and time devoted to dealing with the State budget. A fair amount of time was also spent on fund raising activities. It has been a busy two months.

Dr. Raymond introduced Dr. Chuck Smith, MUSC's third Center of Economic Excellence Endowed Chair recruited to the University. He has had a profound impact on the ability of our faculty to compete for extramural grants in the drug discovery area. Dr. Smith is a very strong academician who joined us from Penn State University. He has many papers; more than a dozen patents and two start-up companies. He is an honors graduate of Michigan State University who trained at MSU and at Duke. Dr. Karig stated that Dr. Smith is a fantastic addition to the College of Pharmacy and is a testimony to the success of the endowed chairs program and the COEE's and MUSC is privileged to have him as a faculty member.

Dr. Smith discussed the efforts underway in the drug development program at MUSC. He explained the process of a typical drug discovery program and why drug discovery is important to the University.

Recommendations of Administration: That these reports be received as information.

Board Action: Received as information.

**Item 5. Other Business.** None

**RESEARCH AND INSTITUTIONAL ADVANCEMENT COMMITTEE. CHAIRMAN: DR. COTESWORTH P. FISHBURNE, JR.** (Detailed committee minutes are attached to these minutes).

**OLD BUSINESS:** None.

**NEW BUSINESS:** In Dr. Fishburne's absence, The Honorable Robin Tallon served as Chair of the Committee.

**Item 6. General Report of the Associate Provost for Research.**

Statement: Mr. Tallon reported that Dr. Lanier has stated to Committee that the extramural awards for grants and contracts through March are ahead of last year with \$144M as of 3/31/09 and opposed to \$128M the same period last year.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

**Item 7. General Report of the Vice President for Development.**

Statement: Mr. Tallon said Mr. Fisher had given a good report with about \$271M in new gifts and pledges toward a goal of \$300M.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

**Item 8. General Report of the CEO of the MUSC Foundation.**

Statement: Mr. Tallon said Mr. Tom Anderson is doing an excellent job with the Foundation's investments relative to the economy and the S&P through March.

Recommendation of Administration: That the report be received as information.

Recommendation of Committee: That the report be received as information.

Board Action: Received as information.

**Item 9. General Report of the Executive Director of the MUSC Foundation for Research Development.**

Statement: Mr. Tallon said Mr. Chip Hood had given a good report to Committee.

Recommendation of Administration: That the report be received as information.

Recommendation of Committee: That the report be received as information.

Board Action: Received as information.

**Item 10. Other Committee Business.** None

**Item 11. MUSC/MUHA/MUSCF Affiliation Agreement (Consent Item).**

Statement: Mr. Tallon presented for approval the MUSC/MUHA/MUSCF Affiliation Agreement.

Recommendation of Administration: That the Affiliation Agreement be approved.

Recommendation of Committee: That the Affiliation Agreement be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the MUSC/MUHA/MUSCF Affiliation Agreement.

**EDUCATION, FACULTY AND STUDENT AFFAIRS COMMITTEE. CHAIRMAN: MR. MELVYN BERLINSKY. (Detailed committee minutes are attached to these minutes).**

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**Item 12. General Report of the Vice President for Academic Affairs and Provost.**

Statement: Dr. John Raymond reported he had introduced Dr. Darlene Shaw to the Committee. She is the new Associate Provost for Education and Student Life. The Committee received a GME summary from Dr. Harry Clarke and a College of Medicine match report from Dean Reves. Dr. Garr provided the Committee a look at the SC AHEC Strategic Plan. There were also student comments on the tuition increases.

Recommendation of Administration: That the report be received as information.

Recommendation of Committee: That the report be received as information.

Board Action: Report received as information.

**Item 13. Tuition Reduction for the SC Victim Assistance Academy.**

Statement: Mr. Berlinsky stated Dr. Raymond had requested approval of a partial waiver (all inclusive fee of \$125 that includes waiver of application fee and record fee) of tuition for students who take the June 2009 distance education course for the National Victim Assistance Academy for academic credit at MUSC.

Recommendation of Administration: That the Tuition Reduction for the SC Victim Assistance Academy be approved.

Recommendation of Committee: That the Tuition Reduction for the SC Victim Assistance Academy be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the Tuition Reduction for the SC Victim Assistance Academy as presented.

**Item 14. College Tuition Proposals.**

Statement: Mr. Berlinsky presented college tuition proposals for the 2009 Summer and Fall semesters for approval.

Recommendation of Administration: That the tuition proposals be approved.

Recommendation of Committee: That the proposed changes for tuition for 2009 Summer and Fall semesters be approved with administration being able to give a 2% abatement to students pending receipt of higher education economic stimulus funding. Also, for approval of the College of Pharmacy be exempted from any decision on the abatement until the USC Board has a chance to discuss harmonizing the tuition.

Board Action: A motion was made, seconded and unanimously voted to approve the tuition proposals as presented including authorizing administration to give a 2% abatement to students pending receipt of higher education stimulus funding and the

College of Pharmacy be exempted from any decision on the abatement until the USC Board has a chance to discuss harmonizing the tuition.

**Item 15. Restructuring of the College of Health Professions.**

Statement: Dr. Raymond asked for approval of the restructuring of the College of Health Professions from three departments to two departments with all of the attendant transfers of faculty appointments from the old departments to the new departments.

Recommendation of Administration: That the restructure of the College of Health Professions be approved.

Recommendation of Committee: That the restructure of the College of Health Professions be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the restructure of the College of Health Professions.

**Item 16. Other Committee Business.**

**Appointment of Associate Provost for Education and Student Life.**

Statement: Administration presented for approval the appointment of Darlene L. Shaw, Ph.D., as Associate Provost for Education and Student Life, effective March 1, 2009.

Recommendation of Committee: That the appointment of Dr. Darlene Shaw as Associate Provost for Education and Student Life be approved.

Recommendation of Committee: That the appointment of Dr. Darlene Shaw as Associate Provost for Education and Student Life be approved

Board Action: A motion was made, seconded and unanimously voted to approve the appointment of Darlene L. Shaw, PhD as Associate Provost for Education and Student Life effective March 1, 2009.

**Faculty Promotions.**

Statement: At the request of the Dean of the College of Health Professions, administration presented for approval the following request for faculty promotions, effective July 1, 2009.

From Assistant Professor to Associate Professor .....  
**Paul F. Jacques, D.H.S.**, Department of Health Professions, Division of Physician Assistant Studies

from Associate Professor to Professor

**Lisa K. Saladin, Ph.D.**, Department of Health Professions, Division of Physical Therapy

**Andrea W. White, Ph.D.**, Department of Health Professions, Division of Health Administration

Recommendation of Administration: That these faculty promotions be approved.

Recommendation of Committee: That these faculty promotions be approved.

Board Action: A motion was made, seconded, and unanimously voted to approve the faculty promotions.

**Changes in Faculty Status.**

College of Medicine

**Valerie L. Durkalski, Ph.D.**, from Research Associate Professor to Associate Professor (Academic Investigator track) in the Department of Biostatistics, Bioinformatics and Epidemiology, effective March 1, 2009.

College of Health Professions

from the Department of Health Professions to the Department of Health Studies

**Dustin Annan, M.A.**, Instructor  
**Joseph Avant, M.S.**, Instructor  
**Kristi Beeks, M.H.A.**, Instructor  
**J.C. Betts Ellis, M.P.A.**, Assistant Professor  
**W. Fisher, B.S.**, Instructor  
**Joseph Good, J.D.**, Assistant Professor  
**Robin Hardin, M.Ed.**, Instructor  
**D. Kennedy, M.S.**, Associate Professor  
**Scott Laird, M.H.S.A.**, Instructor  
**Lisa Montgomery, M.H.A.**, Instructor  
**James Nazzaro, Ph.D.**, Professor  
**W. Poston II, Ed.D.**, Associate Professor  
**John Sanders, D.D.S.**, Associate Professor  
**John Schaefer, III, M.D.**, Instructor  
**W. Smith, M.H.A.**, Assistant Professor  
**Donald Tyner, M.B.A.**, Instructor  
**Angelica Williams, M.Ed.**, Instructor  
**J. William Blake, Ph.D.**, Professor  
**Valerie West, Ed.D.**, Professor Emerita (with tenure)

From the Department of Health Professions to the Department of Health Sciences and Research

**Michael Saladin, Ph.D.**, Associate Professor (on tenure track)

*From the Department of Rehabilitation Sciences to the Department of Health Studies*

**Laurine Charles, M.H.S.**, Associate Professor

**Becki Trickey, Ph.D.**, Professor (on tenure track)

*From the Department of Health Administration and Policy to the Department of Health Studies*

**Frances Lee, D.B.A.**, Associate Professor (on tenure track)

*From the Department of Rehabilitation Sciences to the Department of Health Sciences and Research*

**Elisabeth Pickelsimer, D.A.**, Assistant Professor

**James Krause, Ph.D.**, Professor with tenure

**Mark Sothmann, Ph.D.**, Professor with tenure

*From the Department of Clinical Studies to the Department of Health Studies*

**Karen Geils, M.S.**, Assistant Professor, (on tenure track)

*From the Department of Health Administration and Policy to the Department of Health Sciences and Research*

**Douglas Leslie, Ph.D.**, Associate Professor (on tenure track)

**James Zoller, Ph.D.**, Associate Professor (on tenure track)

**Richard Lindrooth, Ph.D.**, Associate Professor with tenure

**Kit Simpson, Dr.P.H.**, Professor with tenure

**Clara Dismuke, Ph.D.**, Assistant Professor

*From the Department of Rehabilitation Sciences to the Department of Health Professions*

**Debora Brown, D.P.T.**, Assistant Professor, Division of Physical Therapy

**Nancy Carson, M.H.S.**, Assistant Professor, Division of Occupational Therapy

**Laurel Hays, M.Ed.**, Assistant Professor, Division of CS&D

**Charles Ellis, Jr., Ph.D.**, Assistant Professor, Division of CS&D

**Ted Meyer, M.D.**, Assistant Professor, Division of CS&D

**John King, III, Ph.D.**, Assistant Professor, Division of CS&D

**Charlene Pope, Ph.D.**, Assistant Professor, Division of CS&D

**Elizabeth Poth, M.S.**, Instructor, Division of CS&D

**Gretchen Seif, M.H.S.**, Instructor, Division of Physical Therapy

**Kimberly Snyder, M.A.**, Instructor, Division of CS&D

**Peter Bowman, OT.D.**, Assistant Professor (on tenure track), Division of Occupational Therapy

**Hazel Breland, Ph.D.**, Assistant Professor (on tenure track), Division of Occupational Therapy

**Sandra Brotherton, Ph.D.**, Associate Professor (on tenure track), Division of Physical Therapy

**Jerome Burik, M.H.S.**, Assistant Professor (on tenure track), Division of Occupational Therapy

**Patricia Coker, M.H.S.**, Instructor (on tenure track), Division of Occupational Therapy

**David Morrisette, Ph.D.**, Associate Professor (on tenure track), Division of Physical Therapy

**David Sword, D.P.T.**, Assistant Professor (on tenure track), Division of Physical Therapy

**Michael VanLue, Ph.D.**, Associate Professor (on tenure track), Division of CS&D

**Holly Wise, Ph.D.**, Associate Professor, (on tenure track), Division of Physical Therapy

**Bonnie Martin-Harris, Ph.D.**, Professor with tenure, Division of CS&D

**Maralynne Mitcham, Ph.D.**, Professor with tenure, Division of Occupational Therapy

**K. Thomas, Ed.D.**, Professor with tenure, Division of Physical Therapy

**Hon Yuen, Ph.D.**, Associate Professor with tenure, Division of Occupational Therapy

*From the Department of Clinical Services to the Department of Health Professions*

**Carla Bistrick, B.S.**, Instructor, Division of Cardiovascular Perfusion

**Adam Fernandez, B.S.**, Instructor, Division of Cardiovascular Perfusion

**Merriman Dowdle, B.S.**, Instructor, Division of Physician Assistant Studies

**Shaun Nguyen, M.D.**, Assistant Professor, Division of Physician Assistant Studies

**Suzanne Thomas, Ph.D.**, Associate Professor, Division of Physician Assistant Studies

**Jeffrey Acsell, M.P.S.**, Assistant Professor (on tenure track, Division of Cardiovascular Perfusion

**Reamer Bushardt, Pharm. D.**, Associate Professor (on tenure track), Division of Physician Assistant Studies

**Anthony Chipas, Ph.D.**, Associate Professor (on tenure track), Division of Anesthesia for Nurses

**Martha Green, B.S.**, Instructor (on tenure track, Division of Physician Assistant Studies

**Kevin Harmon, M.P.A.S.**, Assistant Professor (on tenure track), Division of Physician Assistant Studies

**Mary Hewett, M.H.S.**, Assistant Professor (on tenure track), Division of Physician Assistant Studies

**Mary McCall, M.S.**, Assistant Professor (on tenure track), Division of Cardiovascular Perfusion

**Dennis McKenna, M.H.S.**, Assistant Professor, (on tenure track), Division of Anesthesia for Nurses

**Arnold Metz, M.A.**, Assistant Professor (on tenure track), Division of Physician Assistant Studies

**Anthony Shackelford, M.H.A.**, Assistant Professor (on tenure track), Division of Cardiovascular Perfusion

**Alicia Sievert, M.S.**, Assistant Professor (on tenure track), Division of Cardiovascular Perfusion

**Joseph Sistino, M.P.A.**, Assistant Professor (on tenure track), Division of Cardiovascular Perfusion

*From the Department of Health Administration and Policy to the Department of Health Professions*



**Abby Kazley,, Ph.D.**, Assistant Professor (on tenure track), Division of Health Administration  
**Annette Drachman, J.D.**, Assistant Professor, Division of Health Administration  
**John Hales, M.H.A.**, Instructor, Division of Health Administration  
**Anne Kilpatrick, D.P.A.**, Professor, Division of Health Administration  
**Thomas McKee, Ph.D.**, Professor, Division of Health Administration  
**Paul Nietert, Ph.D.**, Assistant Professor, Division of Health Administration  
**Margaret Martin, Ph.D.**, Associate Professor (on tenure track), Division of Health Administration  
**Karen Wager, D.B.A.**, Associate Professor (on tenure track), Division of Health Administration  
**David Graber, Ph.D.**, Associate Professor with tenure, Division of Health Administration  
**Walter Jones, Ph.D.**, Professor with tenure, Division of Health Administration

Recommendation of Administration: That these changes in faculty status be approved.

Recommendation of Committee: That these changes in faculty status be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the changes in faculty status.

#### **Appointment of James K. Keating Endowed Chair in Diabetes.**

Statement: At the request of the Dean of the College of Medicine, administration presented, as information, the appointment of Louis M. Luttrell, M.D., Professor of Medicine and Eminent Scholar in Molecular and Cellular Endocrinology, as the James A. Keating Endowed Chair in Diabetes, effective April 17, 2009

Recommendation of Administration: That the appointment of Dr. Louis M. Luttrell as the James K. Keating Endowed Chair in Diabetes be received as information.

Recommendation of Committee: That the appointment of Dr. Louis M. Luttrell as the James K. Keating Endowed Chair in Diabetes be received as information.

Board Action: Received as information.

#### **Post-Tenure Review.**

Statement: Administration presented as information, Post-Tenure Review approvals for the following faculty members in the College of Medicine:

**Peter J. Carek, M.D.**, Professor, Department of Family Medicine  
**Harry S. Clark, Ph.D., M.D.**, Professor, Department of Urology  
**David J. Cole, M.D.**, Professor, Department of Surgery

**Deborah Deas, M.D., M.P.H.**, Professor, Department of Psychiatry and Behavioral Sciences

**John R. Feussner, M.D., M.P.H.**, Professor, Department of Medicine

**Patrick A. Flume, M.D.**, Professor, Department of Medicine

**Michael R. Gold, M.D., Ph.D.**, Professor, Department of Medicine

**Marc A. Judson, M.D.**, Professor, Department of Medicine

**Thomas E. Keane, M.B. B.Ch.**, Professor, Department of Urology

**Kathryn M. Magruder, Ph.D., M.P.H.**, Associate Professor, Department of Psychiatry and Behavioral Sciences

**J. Philip Saul, M.D.**, Professor, Department of Pediatrics

**Gerard A. Silvestri, M.D.**, Professor, Department of Medicine

**Robert K. Stuart, M.D.**, Professor, Department of Medicine

**John L. Waller, M.D.**, Professor, Department of Anesthesia and Perioperative Medicine

**J. Marcus Wharton, M.D.**, Professor, Department of Medicine

**Daohong Zhou, M.D.**, Professor, Department of Pathology and Laboratory Medicine

Recommendation of Administration: That the College of Medicine Post-Tenure Review approvals be received as information.

Recommendation of Committee: That the College of Medicine Post-Tenure Review approvals be received as information.

Board Action: Received as information.

#### **2008-2013 University Calendar.**

Statement: Administration presented as information, the 2008-2013 University Calendar.

Recommendation of Administration: That the 2008-2013 University Calendar be received as information.

Recommendation of Committee: Received as information.

Board Action: Received as information.

#### **Item 17. Faculty Promotions.**

Statement: At the request of the deans of the colleges of Dental Medicine, Medicine, Nursing and Pharmacy, and their respective Appointments, Promotions and Tenure Committees, administration presented for approval the following faculty promotions, effective July 1, 2009:

College of Dental Medicine

from Assistant Professor to Associate Professor

**Marc E. Levitan, D.D.S.**, Department of Oral Rehabilitation

**Angela C. Chi, D.M.D.**, Department of Stomatology

College of Medicine

from Associate Professor To Professor: Academic Investigator/Track (with Tenure)

**Kathryn M. Magruder, Ph.D.**, Department of Psychiatry and Behavioral Sciences, with a dual appointment in the Department of Biostatistics, Bioinformatics and Epidemiology

from Associate Professor to Professor: Academic Clinician Track (without tenure)

**Ronald E. Acierno, Ph.D.**, Department of Psychiatry and Behavioral Sciences

**Leonard E. Egede, M.B.B.S.**, Department of Medicine, Division of General Internal Medicine and Geriatrics

from Clinical Associate Professor To Clinical Professor

**D. Todd Detar, D.O.**, Department of Family Medicine

from Associate Professor to Professor: Clinician Educator Track (without Tenure)

**Rodney J. Schlosser, M.D.**, Department of Otolaryngology – Head and Neck Surgery

from Assistant Professor to Associate Professor: Academic Investigator Track

**Hiroko Hama, Ph.D.**, Department of Biochemistry and Molecular Biology

**Mark A. Eckert, Ph.D.**, Department of Otolaryngology – Head and Neck Surgery

from Assistant Professor to Associate Professor: Academic Clinician Track

**Jeffrey J. Borckardt, Ph.D.**, Department of Psychiatry and Behavioral Sciences; with a dual appointment in the Department of Anesthesia and Perioperative Medicine

From Assistant Professor to Associate Professor: Clinician Educator Track

**Valerian L.C. Fernandes, M.D.**, Department of Medicine, Division of Cardiology

**Donna H. Kern, M.D.**, Department of Family Medicine

**David T. Marshall, M.D.**, Department of Radiation Oncology

**Katherine A. Morgan M.D.**, Department of Surgery, Division of General Surgery

College of Nursing

from Assistant Professor to Associate Professor on the Educator Researcher track

**Charlene A. Pope, Ph.D., M.P.H., C.N.M.**, Department of Nursing

from Associate Professor to Professor (Educator Researcher track)

**Elaine J. Amella, Ph.D., R.N.**, Department of Nursing

South Carolina College of Pharmacy

from Associate Professor to Professor

**Philip D. Hall, Pharm.D.** Department of Clinical Pharmacy and Outcome Sciences

Recommendation of Administration: That these faculty promotions be approved.

Recommendation of Committee: That these faculty promotions be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the faculty promotions.

**Item 18. Faculty Appointments.**

Statement: At the request of the Dean of the College of Medicine and its Appointments, Promotions and Tenure Committee, administration presented for approval the following faculty appointments:

College of Medicine

**Patrick M. O'Neil, Ph.D.**, (dual appointment) as Professor in the Department of Surgery, Division of General Surgery, effective March 1, 2009.

Dr. O'Neil's (primary appointment) appointment rests in the Department of Psychiatry and Behavioral Sciences.

Recommendation of Administration: That these faculty appointments be approved.

Recommendation of Committee: That these faculty appointments be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the faculty appointments.

**Item 19. Changes in Faculty Status.**

Statement: At the request of the Deans of the colleges of Dental Medicine and Medicine, and their respective Appointments, Promotions and Tenure Committees, administration presented for approval the following changes in faculty status.

College of Dental Medicine

**William Daniel Sneed, D.M.D.**, from Professor to Professor Emeritus

College of Medicine

**Frederick M. Schaffer, M.D.**, from Associate Professor to Clinical Associate Professor in the Department of Pediatrics, Division of Pulmonology, effective January 3, 2009

**Thomas E. Steele, M.D.** from Professor to Professor Emeritus in the Department of Psychiatry and Behavioral Sciences, effective July 1, 2009.

**Robert F. Woolson, Ph.D.**, from Professor to Professor Emeritus, effective date changed from July 1 2009 to May 1, 2009.

Recommendation of Administration: That these recommendations for changes in faculty status be approved.

Recommendation of Committee: That these recommendations for changes in faculty status be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the changes in faculty status.

**Item 20. Approval of the South Carolina AHEC 2009-2012 Strategic Plan.**

Statement: At the request of the Executive Director of the South Carolina AHEC, administration presented for approval the South Carolina AHEC 2009-2012 Strategic Plan, effective April 17, 2009.

Recommendation of Administration: That the South Carolina AHEC Strategic Plan for 2009-2012 be approved.

Recommendation of Committee: That the South Carolina AHEC Strategic Plan for 2009-2012 be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the South Carolina AHEC Strategic Plan for 2009-2010.

**Item 21. Approval for Proposed Implementation Process of the S.C. Illegal Immigration Reform Act.**

Statement: Administration presented for approval a draft proposal for implementation of the South Carolina Illegal Immigration Reform Act, which requires Board approval, effective April 17, 2009.

Recommendation of Administration: That this proposal for implementation of the South Carolina Illegal Immigration Reform Act be approved.

Recommendation of Committee: That this proposal for implementation of the South Carolina Illegal Immigration Reform Act be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the implementation process of the SC Illegal Immigration Reform Act.

**FINANCE AND ADMINISTRATION COMMITTEE. CHAIRMAN: MR. CHARLES W. SCHULZE. (Detailed committee minutes are attached to these minutes).**

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**Item 22. Financial Status Report of the Medical University of South Carolina.**

Statement: Mr. Schulze said Mr. Wamsley presented a report to the committee on the finances of the University.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

**Item 23. Financial Status Report of University Medical Associates.**

Statement: Mr. Schulze said a report had been presented to the committee on the finances of University Medical Associates.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

**Item 24. Financial Status Report of the MUSC Foundation for Research Development.**

Statement: Mr. Schulze said a report was given to the committee on the Foundation for Research Development.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

**Item 25. Other Committee Business.** None

**UNIVERSITY PHYSICAL FACILITIES COMMITTEE. CHAIRMAN: MR. WILLIAM H. BINGHAM, SR. (Detailed committee minutes are attached to these minutes).**

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**Item 26. Update on Projects.**

Statement: Mr. Bingham stated that Mr. Malmrose had given an update to Committee on the College of Dental Medicine, the Drug Discovery and the Bioengineering Buildings as well as the Energy Performance Contract.

Recommendation of Administration: That this be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: The report was received as information.

**Item 27. Other Committee Business.**

Statement: Mr. Bingham commented that he had met with Mr. Stuart Smith, Ms. Lisa Montgomery, Mr. Dennis Frazier and Mr. John Malmrose and they are working on a service agreement between MUHA and MUSC. He appreciates their diligence in continuing to work on cost saving initiatives between the two entities.

**Item 28. Facilities Procurement/Contract Proposed.**

Statement: Mr. Bingham presented the following for approval:

- Lease renewal of the Fishburne Street Parking Lot ("Hagood Lot") consisting of 794 spaces. Total cost of three year term: \$305,057.04.
- Lease renewal of the Rutledge Tower Parking Garage consisting of 772 parking spaces. Total cost of five year renewal term: \$2,450,000.

Recommendation of Administration: That these procurements/contracts be approved.

Recommendation of Committee: That these procurements/contracts be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the procurements/contracts as presented.

**Item 29. Facilities Contracts Awarded.**

Statement: The facilities contracts awarded since the last meeting were presented for information.

Recommendation of Administration: That the report be received as information.

Recommendation of Committee: That the report be received as information.

Board Action: Received as information.

**MEDICAL UNIVERSITY OF SOUTH CAROLINA AUDIT COMMITTEE. CHAIRMAN: THOMAS L. STEPHENSON, ESQUIRE (Detailed committee minutes are attached to these minutes).**

**OLD BUSINESS:** None

**NEW BUSINESS:**

**Item 30. MUHA/MUSC Identity Theft Policy.**

Statement: Mr. Stephenson asked for approval of the MUHA/MUSC Identity Theft Policy.

Recommendation of Administration: That the Policy be approved.

Recommendation of Committee: That the Policy be approved.

Board Action: A motion was made, seconded and unanimously voted to approve the MUHA/MUSC Identity Theft Policy.

**Item 31. Report of Internal Auditor.**

Statement: Mr. Stephenson stated a report had been provided by internal audit.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action: Received as information.

**Item 32. Other Committee Business.** None

**OTHER BUSINESS FOR THE BOARD OF TRUSTEES:**

**Item 33. Approval of Consent Agenda.**

Statement: Approval of the University Consent Agenda was requested.

Recommendation of Administration: That the consent agenda be approved.

Board Action: It was moved, seconded and unanimously voted that the consent agenda be approved.

**Item 34. New Business for the Board of Trustees.** None

**Item 35. Report from the Chairman.**

Dr. Greenberg thanked Mr. Stephenson for coming to Charleston last week for the naming of the Colbert Education Center. Mr. Berlinsky was also present to represent the Board and the thanked both of them for coming.

There being no further business, the meeting of the University Board of Trustees was adjourned.

Respectfully submitted,



Hugh B. Faulkner III  
Secretary



**Medical University of South Carolina**

**RESEARCH AND INSTITUTIONAL ADVANCEMENT COMMITTEE**

**MINUTES**

**April 16, 2009**

Committee Members Present: Mr. William H. Bingham, Sr., Mr. William B. Hewitt, Dr. Thomas C. Rowland, Jr., Mr. Thomas L. Stephenson, Esq., The Honorable Robin Tallon, Dr. James E. Wiseman, Jr.

Other Trustees Present: Dr. Stanley C. Baker, Jr., Mr. Melvyn Berlinsky, Dr. Charles B. Thomas, Jr.

Others Present: Mr. Thomas P. Anderson, Ms. Susan Barnhart, Mr. John Cooper, Dr. Philip Costello, Dr. Howard Evert, Mr. Jim Fisher, Mr. Dennis Frazier, Dr. Jack Feussner, Dr. Raymond S. Greenberg, Mr. William C. Hood, Dr. Stephen M. Lanier, Ms. Leigh Manzi, Ms. Lisa Montgomery, Ms. Jody O'Donnell, Dr. John R. Raymond, Dr. Jerry G. Reves, Mr. Stuart Smith, Mr. Maurice Snook, Dr. Joann Sullivan, Ms. Elizabeth Waters

**Regular Agenda**

Item 6. General Report of the Associate Provost for Research

Dr. Lanier reported that extramural awards for grants and contracts through March are ahead of last year with \$144M as of 03/31/09 vs. \$128M as of 03/31/08. Year-to-date awards from the National Institute of Health are steady since last year and proposals submitted to date are significantly higher with 1147, up from 1097 at the same period last year. Dr. Lanier reported that 10 new NIH Shared Instrumentation Grants were submitted for the March 23<sup>rd</sup> deadline, each requesting major research equipment costing \$400-\$500K. Dr. Lanier noted that accreditation of MUSC's Human Research Protection Program is underway, with a site visit review by the Association for Accreditation of Human Research Protection Programs (AAHRPP) slated for May 19-20, 2009.

Recommendation of Administration: That the report be received as information.

Recommendation of Committee: That the report be received as information.

Board Action:

Item 7. General Report of the Vice President for Development

Mr. Fisher reported that fundraising through 03/31/09 totals more than \$50.2M. This compares favorably to the fundraising results through the same time last year of \$45M million – an increase of 9%. MUSC's Capital Campaign has accrued more than \$271M in new gifts and pledges toward the Capital Campaign goal of \$300M, which is now within 90% of the goal. The Capital Campaign Cabinet met in February and deliberated on whether the goal should be revised, or to end the campaign when the \$300M is achieved, or to end the campaign as originally planned on 6/30/11. The Cabinet decided to table that decision until September.

Mr. Fisher noted that the MUSC Board of Visitors Meeting the next day is concurrent with the Board of Trustees meeting. The agenda includes updates from: Dr. Layton McCurdy, Dean Emeritus, College of Medicine; Dr. Perry Halushka, Dean, College of Graduate Studies; Dr. Jack Feussner, Chair, College of Medicine; and an MUSC Student Panel hosted by Dr. Darlene Shaw, Associate Provost for Education. The MUSC Board of Visitors will also take a tour of the Ashley River Tower.

Recommendation of Administration: That the report be received as information.

Recommendation of Committee: That the report be received as information.

Board Action:

Item 8. General Report of the CEO of the MUSC Foundation

Mr. Anderson reported that the MUSC Foundation has closed a total of \$44M in strategic real estate financing and leasebacks to MUSC; and that MUSC's endowed investment performance is at -3.4% (actual) year-to-date for March, compared to the March benchmark of -7.7% and the S&P 500 of -11%.

Recommendation of Administration: That the report be received as information.

Recommendation of Committee: That the report be received as information.

Board Action:

Item 9. General Report of the Executive Director of the MUSC Foundation for Research Development

Mr. Hood reported that deal flow is very soft right now due to the economy, However, several medium-to-large deals are in negotiation, and Mr. Hood expects this year's total to surpass last year's number of options & licenses and new startups. Two licenses are substantially progressing towards commercialization. Mr. Hood noted that upfront license payments are substantially lower industry-wide, which will significantly impact license income this and next fiscal year. The FRD recently undertook a reorganization of staff and reallocation of resources to decrease the impact of the current economic climate. FRD is the process of hiring a patent agent to save money and enable MUSC to file more applications. Mr. Hood mentioned that the Fuji company recently extended an invitation for MUSC members to visit their headquarters in Japan.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action:

Item 10. Other Committee Business

Presentation by Dr. Lanier – Update on the American Recovery and Reinvestment Act (ARRA) 2009 Funds for Biomedical Research

Dr. Lanier reported on opportunities presented by the American Recovery and Reinvestment Act (ARRA). The National Institutes of Health has received \$10.4B from the recovery act legislation to help stimulate the US economy through the support and advancement of scientific research. His office has been proactive in identifying and understanding the new funding options, communicating with faculty, assisting with submissions, and planning for implementation. Dr. Lanier discussed some recently submitted grants, including 10 Shared Instrumentation Grants submitted March 23<sup>rd</sup>; as well as upcoming deadlines for Challenge Grants, High End Instrumentation Grants, NCRN Center Grants, Grand Opportunity Grants, C06 Research Facilities, and G20 Research Core Facilities. During the next several months MUSC faculty may receive 130-160 administrative supplements to existing grants. Dr. Lanier also addressed potential outcomes, e.g., ~10-25% increase in NIH funding, significant infrastructure improvements, core technology and workforce enhancements, and acceleration of knowledge-based deliverables.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Board Action:

Item 11.      MUSC/MUHA/MUSC Foundation Affiliation Agreement

The 2008-09 MUSC/MUHA Foundation Affiliation Agreement was presented and approved as recommended by MUSC General Counsel and as required by MUSC Foundation Bylaws at least 60 days prior to the beginning of the new fiscal year.

Recommendation of Administration: That the MUSC/MUHA/MUSC Foundation Affiliation Agreement be approved.

Recommendation of Committee: That the MUSC/MUHA/MUSC Foundation Affiliation Agreement be approved.

Board Action:

**EDUCATION, FACULTY AND STUDENT AFFAIRS COMMITTEE. CHAIRMAN: MR. MELVYN BERLINSKY**

**MINUTES**

April 17, 2009

**REGULAR AGENDA**

Item 12. General Report of the Vice President for Academic Affairs

Statement: A general report was given by Dr. John Raymond.

Recommendation of Administration: That this report be received as information.

Recommendation of Committee: That this report be received as information.

Dr. Raymond introduced Dr. Darlene Shaw who was chosen from an exceptionally strong pool of national and local candidates to assume the position of Associate Provost for Education and Student Life. Dr. Shaw has made many contributions to MUSC as an outstanding student advocate, an accomplished scholar, and active teacher and clinician. The Committee welcomed Dr. Shaw.

Mr. Sheldon Bates, SGA President, spoke briefly about student concerns over the tuition increases and how they might affect healthcare students.

Dr. Harry Clarke provided the Committee with a succinct and informative overview of the Office of Graduate Medical Education (2007-2008).

Dean Jerry Reves provided statistical information regarding the College of Medicine's Match results.

Dr. David Garr gave a brief overview of the 2009-2012 SC AHEC Strategic Plan that included goals and objectives for undergraduate and graduate medical education, continuing education, Health Professions students, the Health Careers Program, recruitment and retention, and organizational administration.

Board Action:

Item 13. Approval for Tuition Reduction for the S.C. Victim Assistance Academy

Statement: At the request of the National Crime Victims Research and Treatment Center, administration presented for approval a partial waiver (*all inclusive fee of \$125.00 that includes waiver of application fee and record fee*) of tuition for students who take the June 2009 distance education course for the National Victim Assistance Academy for academic credit at MUSC.

Recommendation of Administration: That the Tuition Reduction for the S. C. Victim Assistance Academy be approved.

Recommendation of Committee: That the Tuition Reduction for the S. C. Victim Assistance Academy be approved

Board Action:

Item 14. College Tuition Proposals

Statement: Administration will present college tuition proposals for the 2009 Summer and Fall semesters, effective April 17, 2009 for approval.

Recommendation of Administration: That the proposed changes for tuition for 2009 Summer and Fall semesters be approved.

Recommendation of Committee: That the proposed changes for tuition for 2009 Summer and Fall semesters be approved with deferral of the 2% abatement for the South Carolina College of Pharmacy pending discussions with the University of South Carolina.

Board Action:

Item 15. Restructuring of the College of Health Professions

Statement: At the request of the Dean of the College of Health Professions, administration presented for approval, restructuring of the College of Health Professions from three departments to two departments, effective April 17, 2009.

Recommendation of Administration: That the restructuring plan for the College of Health Professions be approved.

Recommendation of Committee: That the restructuring plan for the College of Health Professions be approved.

Board Action:

Item 16. Other Committee Business.

A. Appointment of Associate Provost for Education and Student Life

Statement: Administration presented for approval the appointment of Darlene L. Shaw, Ph.D., as Associate Provost for Education and Student Life, effective March 1, 2009.

Recommendation of Committee: That the appointment of Dr. Darlene Shaw as Associate Provost for Education and Student Life be approved.

Recommendation of Committee: That the appointment of Dr. Darlene Shaw as Associate Provost for Education and Student Life be approved

Board Action:

B. Item 17. Faculty Promotions

Statement: At the request of the Dean of the College of Health Professions, administration presented for approval the following request for faculty promotions, effective July 1, 2009.

from Assistant Professor to Associate Professor

**Paul F. Jacques, D.H.S.**, Department of Health Professions, Division of Physician Assistant Studies

from Associate Professor to Professor

**Lisa K. Saladin, Ph.D.**, Department of Health Professions, Division of Physical Therapy

**Andrea W. White, Ph.D.**, Department of Health Professions, Division of Health Administration

Recommendation of Administration: That these faculty promotions be approved.

Recommendation of Committee: That these faculty promotions be approved.

Board Action:

C. Item19. Changes in Faculty Status

College of Medicine

**Valerie L. Durkalski, Ph.D.**, from Research Associate Professor to Associate Professor (Academic Investigator track) in the Department of Biostatistics, Bioinformatics and Epidemiology, effective March 1, 2009.

College of Health Professions

from the Department of Health Professions to the Department of Health Studies

**Dustin Annan, M.A.**, Instructor

**Joseph Avant, M.S.**, Instructor

**Kristi Beeks, M.H.A.**, Instructor

**J.C. Betts Ellis, M.P.A.**, Assistant Professor

**W. Fisher, B.S.**, Instructor

**Joseph Good, J.D.**, Assistant Professor

**Robin Hardin, M.Ed.**, Instructor

**D. Kennedy, M.S.**, Associate Professor

**Scott Laird, M.H.S.A.**, Instructor

**Lisa Montgomery, M.H.A.**, Instructor

**James Nazzaro, Ph.D.**, Professor

**W. Poston II, Ed.D.**, Associate Professor

**John Sanders, D.D.S.**, Associate Professor

**John Schaefer, III, M.D.**, Instructor

**W. Smith, M.H.A.**, Assistant Professor

**Donald Tyner, M.B.A.**, Instructor

**Angelica Williams, M.Ed.**, Instructor

**J. William Blake, Ph.D.**, Professor

**Valerie West, Ed.D.**, Professor Emerita (with tenure)

From the Department of Health Professions to the Department of Health Sciences and Research

**Michael Saladin, Ph.D.**, Associate Professor (on tenure track)

From the Department of Rehabilitation Sciences to the Department of Health Studies

**Laurine Charles, M.H.S.**, Associate Professor

**Becki Trickey, Ph.D.**, Professor (on tenure track)

From the Department of Health Administration and Policy to the Department of Health Studies

**Frances Lee, D.B.A.**, Associate Professor (on tenure track)

From the Department of Rehabilitation Sciences to the Department of Health Sciences and Research

**Elisabeth Pickelsimer, D.A.**, Assistant Professor

**James Krause, Ph.D.**, Professor with tenure

**Mark Sothmann, Ph.D.**, Professor with tenure

From the Department of Clinical Studies to the Department of Health Studies

**Karen Geils, M.S.**, Assistant Professor, (on tenure track)

From the Department of Health Administration and Policy to the Department of Health Sciences and Research

**Douglas Leslie, Ph.D.**, Associate Professor (on tenure track)

**James Zoller, Ph.D.**, Associate Professor (on tenure track)

**Richard Lindrooth, Ph.D.**, Associate Professor with tenure

**Kit Simpson, Dr.P.H.**, Professor with tenure

**Clara Dismuke, Ph.D.**, Assistant Professor

From the Department of Rehabilitation Sciences to the Department of Health Professions

**Debora Brown, D.P.T.**, Assistant Professor, Division of Physical Therapy

**Nancy Carson, M.H.S.**, Assistant Professor, Division of Occupational Therapy

**Laurel Hays, M.Ed.**, Assistant Professor, Division of CS&D

**Charles Ellis, Jr., Ph.D.**, Assistant Professor, Division of CS&D

**Ted Meyer, M.D.**, Assistant Professor, Division of CS&D

**John King, III, Ph.D.**, Assistant Professor, Division of CS&D

**Charlene Pope, Ph.D.**, Assistant Professor, Division of CS&D

**Elizabeth Poth, M.S.**, Instructor, Division of CS&D

**Gretchen Seif, M.H.S.**, Instructor, Division of Physical Therapy

**Kimberly Snyder, M.A.**, Instructor, Division of CS&D

**Peter Bowman, OT.D.**, Assistant Professor (on tenure track), Division of Occupational Therapy

**Hazel Breland, Ph.D.**, Assistant Professor (on tenure track), Division of Occupational Therapy

**Sandra Brotherton, Ph.D.**, Associate Professor (on tenure track), Division of Physical Therapy

**Jerome Burik, M.H.S.**, Assistant Professor (on tenure track), Division of Occupational Therapy

**Patricia Coker, M.H.S.**, Instructor (on tenure track), Division of Occupational Therapy

**David Morrisette, Ph.D.**, Associate Professor (on tenure track), Division of Physical Therapy

**David Sword, D.P.T.**, Assistant Professor (on tenure track), Division of Physical Therapy

**Michael VanLue, Ph.D.**, Associate Professor (on tenure track), Division of CS&D

**Holly Wise, Ph.D.**, Associate Professor, (on tenure track), Division of Physical Therapy

**Bonnie Martin-Harris, Ph.D.**, Professor with tenure, Division of CS&D

**Maralynne Mitcham, Ph.D.**, Professor with tenure, Division of Occupational Therapy

**K. Thomas, Ed.D.**, Professor with tenure, Division of Physical Therapy

**Hon Yuen, Ph.D.**, Associate Professor with tenure, Division of Occupational Therapy

*From the Department of Clinical Services to the Department of Health Professions*

**Carla Bistrick, B.S.**, Instructor, Division of Cardiovascular Perfusion

**Adam Fernandez, B.S.**, Instructor, Division of Cardiovascular Perfusion

**Merriman Dowdle, B.S.**, Instructor, Division of Physician Assistant Studies

**Shaun Nguyen, M.D.**, Assistant Professor, Division of Physician Assistant Studies

**Suzanne Thomas, Ph.D.**, Associate Professor, Division of Physician Assistant Studies

**Jeffrey Acell, M.P.S.**, Assistant Professor (on tenure track, Division of Cardiovascular Perfusion

**Reamer Bushardt, Pharm. D.**, Associate Professor (on tenure track), Division of Physician Assistant Studies

**Anthony Chipas, Ph.D.**, Associate Professor (on tenure track), Division of Anesthesia for Nurses

**Martha Green, B.S.**, Instructor (on tenure track, Division of Physician Assistant Studies

**Kevin Harmon, M.P.A.S.**, Assistant Professor (on tenure track), Division of Physician Assistant Studies

**Mary Hewett, M.H.S.**, Assistant Professor (on tenure track), Division of Physician Assistant Studies

Physician Assistant Studies

**Mary McCall, M.S.**, Assistant Professor (on tenure track), Division of Cardiovascular Perfusion

**Dennis McKenna, M.H.S.**, Assistant Professor,(on tenure track), Division of Anesthesia for Nurses

**Arnold Metz, M.A.**, Assistant Professor (on tenure track), Division of Physician Assistant Studies

**Anthony Shackelford, M.H.A.**, Assistant Professor (on tenure track), Division of Cardiovascular Perfusion

**Alicia Sievert, M.S.**, Assistant Professor (on tenure track), Division of Cardiovascular Perfusion

**Joseph Sistino, M.P.A.**, Assistant Professor (on tenure track), Division of Cardiovascular Perfusion

*From the Department of Health Administration and Policy to the Department of Health Professions*

**Abby Kazley, , Ph.D.**, Assistant Professor (on tenure track), Division of Health Administration

**Annette Drachman, J.D.**, Assistant Professor, Division of Health Administration

**John Hales, M.H.A.**, Instructor, Division of Health Administration

**Anne Kilpatrick, D.P.A.**, Professor, Division of Health Administration

**Thomas McKee, Ph.D.**, Professor, Division of Health Administration

**Paul Nietert, Ph.D.**, Assistant Professor, Division of Health Administration

**Margaret Martin, Ph.D.**, Associate Professor (on tenure track), Division of Health Administration

**Karen Wager, D.B.A.**, Associate Professor (on tenure track), Division of Health Administration

**David Graber, Ph.D.**, Associate Professor with tenure, Division of Health Administration

**Walter Jones, Ph.D.**, Professor with tenure, Division of Health Administration

Recommendation of Administration: That these changes in faculty status be



approved.

Recommendation of Committee: That these changes in faculty status be approved.

Board Action:

#### (INFORMATIONAL ITEMS)

D. Appointment of James K. Keating Endowed Chair in Diabetes

Statement: At the request of the Dean of the College of Medicine, administration presented, as information, the appointment of Louis M. Luttrell, M.D., Professor of Medicine and Eminent Scholar in Molecular and Cellular Endocrinology, as the James A. Keating Endowed Chair in Diabetes, effective April 17, 2009

Recommendation of Administration: That the appointment of Dr. Louis M. Luttrell as the James K. Keating Endowed Chair in Diabetes be received as information.

Recommendation of Committee: That the appointment of Dr. Louis M. Luttrell as the James K. Keating Endowed Chair in Diabetes be received as information.

Board Action:

E. Post-Tenure Review

Statement: Administration presented as information, Post-Tenure Review approvals for the following faculty members in the College of Medicine:

**Peter J. Carek, M.D.**, Professor, Department of Family Medicine

**Harry S. Clark, Ph.D., M.D.**, Professor, Department of Urology

**David J. Cole, M.D.**, Professor, Department of Surgery

**Deborah Deas, M.D., M.P.H.**, Professor, Department of Psychiatry and Behavioral Sciences

**John R. Feussner, M.D., M.P.H.**, Professor, Department of Medicine

**Patrick A. Flume, M.D.**, Professor, Department of Medicine

**Michael R. Gold, M.D., Ph.D.**, Professor, Department of Medicine

**Marc A. Judson, M.D.**, Professor, Department of Medicine

**Thomas E. Keane, M.B. B.Ch.**, Professor, Department of Urology

**Kathryn M. Magruder, Ph.D., M.P.H.**, Associate Professor, Department of Psychiatry and Behavioral Sciences

**J. Philip Saul, M.D.**, Professor, Department of Pediatrics

**Gerard A. Silvestri, M.D.**, Professor, Department of Medicine

**Robert K. Stuart, M.D.**, Professor, Department of Medicine

**John L. Waller, M.D.**, Professor, Department of Anesthesia and Perioperative Medicine

**J. Marcus Wharton, M.D.**, Professor, Department of Medicine

**Daohong Zhou, M.D.**, Professor, Department of Pathology and Laboratory Medicine

Recommendation of Administration: That the College of Medicine Post-Tenure Review approvals be received as information.

Recommendation of Committee: That the College of Medicine Post-Tenure Review

approvals be received as information.

Board Action:

F. 2008-2013 University Calendar

Statement: Administration presented as information, the 2008-2013 University Calendar.

Recommendation of Administration: That the 2008-2013 University Calendar be received as information.

Recommendation of Committee

Board Action:

**EDUCATION, FACULTY AND STUDENT AFFAIRS COMMITTEE. CHAIRMAN: MR. MELVYN BERLINSKY**

February 13, 2009

**CONSENT AGENDA**

Item 17. Faculty Promotions

Statement: At the request of the deans of the colleges of Dental Medicine, Medicine, Nursing and Pharmacy, and their respective Appointments, Promotions and Tenure Committees, administration presented for approval the following faculty promotions, effective July 1, 2009:

College of Dental Medicine

from Assistant Professor to Associate Professor

**Marc E. Levitan, D.D.S.**, Department of Oral Rehabilitation

**Angela C. Chi, D.M.D.**, Department of Stomatology

College of Medicine

from Associate Professor To Professor: Academic Investigator/Track (with Tenure)

**Kathryn M. Magruder, Ph.D.**, Department of Psychiatry and Behavioral Sciences, with a dual appointment in the Department of Biostatistics, Bioinformatics and Epidemiology

from Associate Professor to Professor: Academic Clinician Track (without tenure)

**Ronald E. Acierno, Ph.D.**, Department of Psychiatry and Behavioral Sciences

**Leonard E. Egede, M.B.B.S.**, Department of Medicine, Division of General Internal Medicine and Geriatrics

from Clinical Associate Professor To Clinical Professor

**D. Todd Detar, D.O.**, Department of Family Medicine

from Associate Professor to Professor: Clinician Educator Track (without Tenure)

**Rodney J. Schlosser, M.D.**, Department of Otolaryngology – Head and Neck Surgery

from Assistant Professor to Associate Professor: Academic Investigator Track

**Hiroko Hama, Ph.D.**, Department of Biochemistry and Molecular Biology

**Mark A. Eckert, Ph.D.**, Department of Otolaryngology – Head and Neck Surgery

from Assistant Professor to Associate Professor: Academic Clinician Track

**Jeffrey J. Borckardt, Ph.D.**, Department of Psychiatry and Behavioral Sciences; with a dual appointment in the Department of Anesthesia and Perioperative Medicine

From Assistant Professor to Associate Professor: Clinician Educator Track

**Valerian L.C. Fernandes, M.D.**, Department of Medicine, Division of Cardiology

**Donna H. Kern, M.D.**, Department of Family Medicine

**David T. Marshall, M.D.**, Department of Radiation Oncology

**Katherine A. Morgan M.D.**, Department of Surgery, Division of General Surgery

College of Nursing

from Assistant Professor to Associate Professor on the Educator Researcher track  
**Charlene A. Pope, Ph.D., M.P.H., C.N.M.**, Department of Nursing

from Associate Professor to Professor (Educator Researcher track  
**Elaine J. Amella, Ph.D., R.N.**, Department of Nursing

South Carolina College of Pharmacy

from Associate Professor to Professor  
**Philip D. Hall, Pharm.D.** Department of Clinical Pharmacy and Outcome Sciences

Recommendation of Administration: That these faculty promotions be approved.

Recommendation of Committee: That these faculty promotions be approved.

Board Action:

Item 18. Faculty Appointments

Statement: At the request of the Dean of the College of Medicine and its Appointments, Promotions and Tenure Committee, administration presented for approval the following faculty appointments:

College of Medicine

**Patrick M. O'Neil, Ph.D.**, (dual appointment) as Professor in the Department of Surgery, Division of General Surgery, effective March 1, 2009.

Dr. O'Neil's (primary appointment) appointment rests in the Department of Psychiatry and Behavioral Sciences.

Recommendation of Administration: That these faculty appointments be approved.

Recommendation of Committee: That these faculty appointments be approved.

Board Action:

Item 19. Changes in Faculty Status

Statement: At the request of the Deans of the colleges of Dental Medicine and Medicine, and their respective Appointments, Promotions and Tenure Committees, administration presented for approval the following changes in faculty status.

College of Dental Medicine

**William Daniel Sneed, D.M.D.**, from Professor to Professor Emeritus

College of Medicine

**Frederick M. Schaffer, M.D.**, from Associate Professor to Clinical Associate Professor in the Department of Pediatrics, Division of Pulmonology, effective January 3, 2009

**Thomas E. Steele, M.D.** from Professor to Professor Emeritus in the Department of Psychiatry and Behavioral Sciences, effective July 1, 2009.

**Robert F. Woolson, Ph.D.**, from Professor to Professor Emeritus, effective date

changed from July 1 2009 to May 1, 2009.

Recommendation of Administration: That these recommendations for changes in faculty status be approved.

Recommendation of Committee: That these recommendations for changes in faculty status be approved.

Board Action:

Item 20.    Approval of the South Carolina AHEC 2009-2012 Strategic Plan

Statement: At the request of the Executive Director of the South Carolina AHEC, administration presented for approval the South Carolina AHEC 2009-2012 Strategic Plan, effective April 17, 2009.

Recommendation of Administration: That the South Carolina AHEC Strategic Plan for 2009-2012 be approved.

Recommendation of Committee: That the South Carolina AHEC Strategic Plan for 2009-2012 be approved.

Board Action:

Item 21.    Approval for Proposed Implementation Process of the S.C. Illegal Immigration Reform Act

Statement: Administration presented for approval a draft proposal for implementation of the South Carolina Illegal Immigration Reform Act, which requires Board approval, effective April 17, 2009.

Recommendation of Administration: That this proposal for implementation of the South Carolina Illegal Immigration Reform Act be approved.

Recommendation of Committee: That this proposal for implementation of the South Carolina Illegal Immigration Reform Act be approved.

Board Action:

**Medical University of South Carolina  
Physical Facilities Committee  
April 16, 2009  
Minutes**

**Attendees:**

Mr. William H. Bingham, Sr., Chair  
Dr. Stanley C. Baker, Jr.  
Mr. Melvyn Berlinsky  
Mr. William B. Hewitt  
Dr. Paula E. Orr  
Mr. Charles Schulze  
Thomas L. Stephenson, Esquire  
Dr. Charles B. Thomas, Jr.  
Dr. James E. Wiseman, Jr.  
Dr. Raymond S. Greenberg  
Ms. Susan H. Barnhart  
Mr. John Cooper  
Ms. Annette Drachman  
Dr. Jack Feussner

Mr. Dennis Frazier  
Mr. Chip Hood  
Mr. Mike Keels  
Mr. Steve Hargett  
Dr. Steve Lanier  
Mr. John Malmrose  
Mr. Stewart Mixon  
Ms. Jody O'Donnell  
Ms. Jennifer Pearce  
Dr. Jerry Reves  
Ms. Reece Smith  
Mr. Ravi Srinivas  
Mr. Maurice Snook  
Mr. Patrick Wamsley

Mr. Bingham called the meeting to order.

**REGULAR Items**

**Item 26.      Update on Projects**

Mr. John Malmrose presented an update on the College of Dental Medicine Building, Drug Discovery and Bioengineering Buildings and the Energy Performance Contract.

Recommendation of Committee: That the report be received as information.

**Item 27.      Other Committee Business    None.**

**CONSENT Items for approval:**

**Item 28.      Facilities Procurements/Contracts Proposed**

Mr. John Malmrose presented the following for approval:

- Lease renewal of the Fishburne Street Parking Lot ("Hagood Lot") consisting of 794 spaces. Total cost of three year term: \$305,057.04.
- Lease renewal of the Rutledge Tower Parking Garage consisting of 772 parking spaces. Total cost of five year renewal term: \$2,450,000.

Recommendation of Committee: That the leases be approved as presented.

**CONSENT Items for Information:**

**Item 29.      Facilities Contracts Awarded**

The facilities contracts since the last board meeting were presented for information.

Recommendation of Committee: That this report be received as information.

With no further business, the meeting was adjourned.

Respectfully submitted,

Celeste Jordan

## **COMMITTEE ON FINANCE AND ADMINISTRATION**

**April 16, 2009**

### **Minutes**

#### **Attendees:**

Mr. Charles Schulze, Chair  
Dr. Stanley C. Baker, Jr.  
Mr. Melvyn Berlinsky  
Mr. William H. Bingham, Sr.  
Mr. William B. Hewitt  
Dr. Paula E. Orr  
Dr. Thomas C. Rowland, Jr.  
Thomas L. Stephenson, Esquire  
Dr. Charles B. Thomas, Jr.  
Dr. James E. Wiseman, Jr.  
Dr. Raymond S. Greenberg  
Ms. Susan H. Barnhart  
Mr. John Cooper  
Ms. Annette Drachman  
Dr. Jack Feussner

Mr. Steve Hargett  
Mr. Dennis Frazier  
Mr. Chip Hood  
Mr. Mike Keels  
Dr. Steve Lanier  
Mr. John Malmrose  
Mr. Stewart Mixon  
Ms. Lisa Montgomery  
Ms. Jody O'Donnell  
Dr. Jerry Reves  
Mr. Stuart Smith  
Mr. Maurice Snook  
Mr. Ravi Srinivas  
Mr. Patrick Wamsley

Mr. Schulze called the meeting to order.

#### **REGULAR Items**

##### **Item 22 Financial Status Report of the Medical University of South Carolina**

Mr. Patrick Wamsley reviewed the February 2009 financial information for the University. He reported adjusted operating revenues of \$334,133,257 and operating expenses of \$343,539,825. He reported on margins for operations, SCRECNA and current funds and advised that they were all trending favorably. He reported 40 days cash on hand and expected that to be approximately the same at year end.

Recommendation of Committee: That this report be received as information.

##### **Item 23 Financial Status Report of University Medical Associates**

Mr. Mike Keels reported on the February 2009 financial status of UMA. He reported a 7% growth in faculty which affected the ratios he reported on. His "dashboard" report to the committee showed a good growth of 16%; collections were 12% higher over the same period last year and Days in A/R dropped from 49 to 46. Revenues were higher with corresponding departmental expense having increased as well. Transfers to the University increased by \$6 million over the same period in 2008.

Recommendation of Committee: That this report be received as information.



**Item 24**   **Financial Status Report of the MUSC Foundation for Research Development**

Mr. Chip Hood reported that Ms. Janet Scarborough had retired as of April 6 so he would be presenting the financial updates going forward. He reported the MUSC FRD had lost money and discussed some actions he had taken to improve the financial position of the Foundation.

Recommendation of Committee: That this report be received as information

**Item 25**   **Other Committee Business**

None.

CONSENT AGENDA

None.

There being no further business, the meeting was adjourned.

**Medical University of South Carolina  
Audit Committee  
April 16, 2009  
Minutes**

**Attendees:**

Mr. Thomas L. Stephenson., Chair  
Dr. Stanley C. Baker, Jr.  
Mr. Melvyn Berlinsky  
Mr. William H. Bingham, Sr.  
Mr. William B. Hewitt  
Dr. E. Conyers O'Bryan, Jr.  
Dr. Paula E. Orr  
Dr. Thomas C. Rowland, Jr.  
Mr. Charles Schulze  
Thomas L. Stephenson, Esquire  
The Honorable Robin M. Tallon  
Dr. Charles B. Thomas, Jr.  
Dr. James E. Wiseman, Jr.  
Mr. Hugh B. Faulkner, III  
Dr. Raymond S. Greenberg  
Ms. Susan H. Barnhart

Mr. John Cooper  
Ms. Annette Drachman  
Mr. Jack Feussner  
Mr. Steve Hargett  
Mr. Dennis Frazier  
Mr. Joe Good  
Dr. Steve Lanier  
Ms. Lisa Montgomery  
Ms. Jody O'Donnell  
Dr. John Raymond  
Dr. Jerry Reves  
Ms. Reece Smith  
Mr. Stuart Smith  
Mr. Maurice Snook  
Mr. Ravi Srinivas  
Mr. Patrick Wamsley

Mr. Stephenson called the meeting to order.

**REGULAR Items**

**Item 30. MUHA/MUSC Identify Theft Policy**

Ms. Annette Drachman presented the Identity Theft Policy for approval.

Recommendation of Committee: That the Policy be approved as presented.

**Item 31. Report of the Office of Internal Audit.**

None.

Recommendation of Committee: Received as information.

**Item 32. Other Committee Business. None**

Respectfully submitted,

Celeste Jordan

STATE OF SOUTH CAROLINA )  
 )  
 )  
COUNTY OF CHARLESTON ) THE MEDICAL UNIVERSITY OF SOUTH  
CAROLINA – THE MEDICAL UNIVERSITY  
HOSPITAL AUTHORITY – THE MEDICAL  
UNIVERSITY OF SOUTH CAROLINA  
FOUNDATION

### AGREEMENT

This Agreement entered into this \_\_\_\_ day of \_\_\_\_\_, 2009 by and among the Medical University of South Carolina, an educational institution and an agency of the State of South Carolina, hereinafter referred to as the “University”, the Medical University Hospital Authority, an agency of the State of South Carolina, hereinafter referred to as the “Authority”, and the Medical University of South Carolina Foundation, a private, nonprofit corporation, hereinafter referred to as the “Foundation”;

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### WITNESSETH:

**WHEREAS**, the University, the Authority and the Foundation wish to reduce to writing their long-standing and mutually beneficial relationship and understanding; and

**WHEREAS**, the University and the Authority seek to maximize their responsibility to raise private funds; and

**WHEREAS**, the Foundation receives and manages private funds for the exclusive benefit and support of the University and the Authority; and

**WHEREAS**, in order to further its objectives for the benefit of the University and the Authority, the Foundation desires access to support personnel, office equipment certain administrative and support services from the University and the Authority; and

**WHEREAS**, the University and the Authority desire to furnish the Foundation said support personnel, office equipment and certain administrative and support services in accordance with the terms and conditions as set forth herein;

May, 2009

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NOW, THEREFORE, in consideration of the relationship established between the parties and in consideration of the mutual covenants contained herein, the parties agree as follows:

### 1. Laws Applicable

This Agreement is made and entered into in the County of Charleston, State of South Carolina, and is governed and construed in accordance with the laws of the State of South Carolina.

### 2. Term

This Agreement is for a term commencing on July 1, 2009, and ending on June 30, 2010, and may be renewed for the subsequent fiscal year beginning on July 1, 2010, and ending on June 30, 2011, unless otherwise amended or cancelled as herein outlined.

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### 3. Duties of the University and the Authority

The University and the Authority agree to and shall:

3.1 Provide support personnel to assist the Chief Executive Officer of the Foundation to carry out the normal and regular administrative functions and operations of the Foundation's business, the cost of which shall be reimbursed as described in Section 5.5 of this Agreement. It is understood and agreed that said personnel will include, but not be limited to: clerical, accounting and reasonable administrative support, and the level of staffing and compensation of such personnel will be recommended jointly by the Vice President for Finance and Administration of the University, the Vice President for Finance and Administration of the Authority and the Chief Executive Officer of the Foundation and shall be submitted to the University President, the University Board of Trustees, the Authority Chief Executive Officer and the Authority Board of Trustees for prior approvals. Such personnel will retain their status as employees of the University or the Authority and will be governed by applicable University or Authority rules, regulations, policies and procedures, but will report to and be evaluated by the Chief Executive Officer of the Foundation.

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May, 2009

3.2 Provide the Foundation access to office equipment and program services on an as needed basis, the cost of which shall be reimbursed as described in Section 5.5 of this Agreement.

3.3 Furnish to the Foundation telephone and computer line access and similar services required for use in normal Foundation business, the cost of which shall be reimbursed as described in Section 5.5 of this Agreement.

3.4 Provide the Foundation with normal custodial, security and grounds maintenance services, the cost of which shall be reimbursed as described in Section 5.5 of this Agreement.

3.5 Provide the Foundation with access, at the rates in effect for all University or Authority units, to printing, mail and other services provided by the University or the Authority and to day-to-day maintenance and technical support of the Foundation's offices and equipment located at 18 Bee Street, Charleston, South Carolina. These expenses and costs to be paid by the Foundation upon receipt of invoices from the University or the Authority, as applicable.

#### **4. Duties of the Foundation**

The Foundation agrees to and shall:

4.1 Provide to or for the use of the University or University affiliated individuals and programs, the sole benefit of all gifts and gift income received by the Foundation for the benefit of the University.

4.2 Provide to or for the use of the Authority or Authority affiliated individuals and programs, the sole benefit of all gifts and gift income received by the Foundation for the benefit of the Authority.

4.2 Carry on independent activities and programs which support or benefit the University and the Authority.

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4.3 Provide a portion of the annual budget for the University's and the Authority's Central Development Office in an amount to be determined by the Board of Directors of the Medical University of South Carolina Foundation.

#### **5. Agreement of Both Parties**

The University, the Authority and the Foundation mutually agree as follows:

5.1 The Foundation shall continue to publish an annual report which shall account for the major activities of the Foundation and for the receipts and disbursements thereof.

5.2 The Foundation will provide to the University, upon request of the President of the University or the Board of Trustees of the University, or to the Authority, upon request of the Chief Executive Officer of the Authority or the Board of Trustees of the Authority, all such names of donors, prospective donors and all other related information, provided, however, that such information shall be kept in confidence and not disclosed to others.

5.3 All Foundation activities and records shall be subject to confidential inspection and review at any time by the South Carolina State Auditor's Office and the University's or the Authority's Internal Auditor.

5.4 All proposed salary supplements or other salary payments by the Foundation to state employees at the University or the Authority shall be submitted to the University President and the University Board of Trustees, or to the Authority Chief Executive Officer and the Authority Board of Trustees, as appropriate, for prior approvals. Those payments which require reporting to the State Budget and Control Board, shall be reported by the University or the Authority, as appropriate, annually.

5.5 Within sixty (60) days after the conclusion of the fiscal year of the University, the Authority and the Foundation, the parties shall review the financial records of the Foundation and shall make an equitable, written accounting of the state property, personnel or resources used

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directly by the Foundation. The Foundation shall pay to the University or the Authority, as appropriate, the cost of such state resources upon receipt of such written accounting.

5.6 At all times, the President of the University shall be an ex-officio, non-voting member of the Foundation Board of Directors, and three (3) members of the University Board of Trustees, or other persons appointed by the University Board of Trustees (with the aggregate total of Trustee/appointee membership not to exceed three(3), shall be members of the Foundation Board of Directors with full voting powers.

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5.7 The Foundation's Board of Directors shall prepare an annual operating budget based on projected expenses and revenues from unrestricted funds and shall share this budget with the University's Board of Trustees and the Authority's Board of Trustees. (Unrestricted funds are funds which do not carry a donor designated restriction.)

## **6. Tax Exempt Status**

The Foundation shall maintain and observe all state and federal requirements of an Internal Revenue Code Section 501(c)(3) tax exempt non-profit organization.

## **7. Notices**

Any-notices or demands shall be given to the University in care of University Legal Counsel, 26 Bee Street, MSC 204, Charleston, South Carolina 29425-2040, to the Authority in care of Authority Legal Counsel, MSC 332, Charleston, South Carolina 29425-3320 and to the Foundation in care of the Foundation's Chief Executive Officer, 18 Bee Street, MSC 450, Charleston, South Carolina 29425-4500.

## **8. Renewal**

The University, the Authority and the Foundation may renew this Agreement in subsequent fiscal years. Notice or intent to decline renewal or extension of this Agreement and its contents

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shall be given either by the Foundation, the University or the Authority at least sixty (60) days prior to June 30th of the close of the year in which the Agreement is in effect.

#### **9. Modifications**

The University, the Authority and the Foundation agree to full and complete performance of the covenants herein and that this Agreement constitutes the sole, full, and complete Agreement by and between the parties; and no amendments, changes, additions, deletions, or modifications to or of this Agreement shall be valid unless reduced to writing, signed by the parties and attached hereto.

#### **10. Cancellation**

Any party shall have the right at any time during this Agreement to cancel this Agreement with respect to its rights and obligations contained herein upon giving the other parties not less than sixty (60) days prior written notice of such cancellation. If such notice be given, this Agreement shall expire and terminate with respect to such party at the expiration of such period of sixty (60) days as fully and completely as if such date were the date herein specified for the expiration of the term of this Agreement.

#### **11. Entire Agreement**

The foregoing is a complete written Agreement by and among the University, the Authority and the Foundation. There are no other agreements expressed or implied by or between the parties hereto.

May, 2009

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IN WITNESS WHEREOF, the parties hereto have this day and year as above stated  
executed this Agreement.

WITNESSES:

THE MEDICAL UNIVERSITY OF SOUTH  
CAROLINA

BY: \_\_\_\_\_  
RAYMOND S. GREENBERG, M.D., Ph.D.  
PRESIDENT

THE MEDICAL UNIVERSITY HOSPITAL  
AUTHORITY

BY: \_\_\_\_\_  
W. STUART SMITH  
ITS: EXECUTIVE DIRECTOR

THE MEDICAL UNIVERSITY OF SOUTH  
CAROLINA FOUNDATION

BY: \_\_\_\_\_  
THOMAS P. ANDERSON  
CHIEF EXECUTIVE OFFICER AND  
SECRETARY

May, 2009

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**Medical University of South Carolina**  
 Current (FY09) and Proposed (FY10) Schedule of Academic Charges  
**College of Dental Medicine**

	CURRENT ACADEMIC CHARGE		PROPOSED ACADEMIC CHARGE		% Increase
	In-State		In-State		In-State
<b>Full-Time (Each Term)</b>					
Semester	\$	11,234	\$	13,144	17%
Summer		8,596		10,057	17%

**Medical University of South Carolina**  
**Current (FY09) and Proposed (FY10) Schedule of Academic Charges**  
**College of Medicine**

	CURRENT ACADEMIC CHARGE		PROPOSED ACADEMIC CHARGE		% Increase
	In-State		In-State		In-State
<b>Full-Time (Each Term)</b>					
Semester	\$	12,799	\$	14,719	15%
Summer		6,714		7,722	15%
Third Year		15,958		18,352	15%

**Medical University of South Carolina**  
**Current (FY09) and Proposed (FY10) Schedule of Academic Charges**  
**College of Graduate Studies**

	CURRENT ACADEMIC CHARGE		PROPOSED ACADEMIC CHARGE		% Increase
	In-State		In-State		In-State
<b>Full-Time (Each Term)</b>					
<i>Master in Biomedical Sciences</i>					
Semester	\$	5,460	\$	5,842	7%
Summer		4,391		4,698	7%
<i>Ph.D. Program</i>					
Semester	\$	5,137	\$	5,497	7%
Summer		4,209		4,504	7%
<b>Part-Time (Each Term)</b>					
<i>Master in Biomedical Studies</i>					
Semester	\$	460	\$	492	7%
Summer		460		492	7%
<i>Ph. D. Program</i>					
Semester	\$	459	\$	491	7%
Summer		459		491	7%

**Medical University of South Carolina**  
Current (FY09) and Proposed (FY10) Schedule of Academic Charges  
**College of Health Professions**

	CURRENT ACADEMIC CHARGE		PROPOSED ACADEMIC CHARGE		% Increase
	In-State		In-State		In-State
<b>Full-Time (Each Term)</b>					
<b>Undergraduate</b>					
Semester	\$	6,062	\$	6,608	9%
Summer		6,062		6,608	9%
<b>Web-Based Undergraduate</b>					
Semester	\$	6,062	\$	6,608	9%
Summer		6,062		6,608	9%
<b>Note:</b> The only program that may have web-based students is BHS-E.					
<b>Cardiovascular Perfusion</b>					
Semester	\$	5,787	\$	6,308	9%
Summer		5,787		6,308	9%
<b>Graduate</b>					
Semester	\$	6,255	\$	6,818	9%
Summer		6,255		6,818	9%
<b>Web-Based Graduate</b>					
Semester	\$	6,255	\$	6,818	9%
Summer		6,255		6,818	9%
<b>Note:</b> The only programs that may have web-based students are: Transitional PA, Transitional CYTO, and MHA-E					
<b>Masters in Healthcare Administration (Residential)</b>					
Semester	\$	5,970	\$	6,507	9%
Summer		5,970		6,507	9%
<b>Masters in Research Administration</b>					
Semester	\$	5,970	\$	6,507	9%
Summer		5,970		6,507	9%
<b>Doctorate in Physical Therapy</b>					
Semester	\$	6,255	\$	6,818	9%
Summer		6,255		6,818	9%
<b>Doctorate in Health Administration</b>					
Annual Tuition	\$	32,233	\$	35,134	9%
<b>PhD in Health and Rehabilitation Science NEW</b>					
Semester	\$	-	\$	5,607	
Summer		-		5,607	
<b>Part-Time (Each Term)</b>					
<b>Undergraduate</b>					
Semester	\$	506	\$	552	9%
Summer		506		552	9%
<b>Web-Based Undergraduate</b>					
Semester	\$	506	\$	552	9%
Summer		506		552	9%
<b>Note:</b> The only program that may have web-based students is BHS-E.					
<b>Graduate</b>					
Semester	\$	645	\$	703	9%
Summer		645		703	9%
<b>Web-Based Graduate</b>					
Semester	\$	645	\$	703	9%
Summer		645		703	9%
<b>Note:</b> The only programs that may have web-based students are: Transitional PA, Transitional CYTO, and MHA-E					
<b>Masters in Healthcare Administration (Residential)</b>					
Semester	\$	615	\$	670	9%
Summer		615		670	9%
<b>Masters in Research Administration</b>					
Semester	\$	615	\$	670	9%
Summer		615		670	9%

**Medical University of South Carolina**  
**Current (FY09) and Proposed (FY10) Schedule of Academic Charges**  
**College of Nursing**

	CURRENT ACADEMIC CHARGE		PROPOSED ACADEMIC CHARGE		% Increase
	In-State		In-State		In-State
<b>Full-Time (Each Term)</b>					
<b>Undergraduate</b>					
Semester	\$	5,806	\$	6,329	9%
Summer		5,806		6,329	9%
<b>Web Based Undergraduate</b>					
Semester	\$	5,806	\$	6,329	9%
Summer		5,806		6,329	9%
<b>Graduate (including PhD)</b>					
Semester	\$	6,255	\$	7,005	12%
Summer		6,255		7,005	12%
<b>Web Based Graduate (including PhD)</b>					
Semester	\$	6,255	\$	7,005	12%
Summer		6,255		7,005	12%
<b>Part-Time (Each Term)</b>					
<b>Undergraduate</b>					
Semester	\$	526	\$	573	9%
Summer		526		573	9%
<b>Web Based Undergraduate</b>					
Semester	\$	526	\$	573	9%
Summer		526		573	9%
<b>Graduate (including PhD)</b>					
Semester	\$	645	\$	722	12%
Summer		645		722	12%
<b>Web Based Graduate (including PhD)</b>					
Semester	\$	645	\$	722	12%
Summer		645		722	12%

**Medical University of South Carolina**  
**Current (FY09) and Proposed (FY10) Schedule of Academic Charges**  
**South Carolina College of Pharmacy - MUSC Campus**

	CURRENT ACADEMIC CHARGE		PROPOSED ACADEMIC CHARGE		% Increase
	In-State		In-State		In-State
<b>Full-Time (Each Term)</b>					
Semester*	\$	7,679	\$	8,595	12%
Summer		2,289		2,561	12%
<b>Part-Time**</b>					
**Per Credit Hour	\$	640		704	10%
*Includes program fee of \$811 for the current charge and \$1,200 for the proposed charge.					

**Medical University of South Carolina**  
**Current (FY09) & Proposed Changes (FY10) Schedule of Fees**  
**(IN DOLLARS)**

	<b>CURRENT (FY09)</b>	<b>PROPOSED (FY10)</b>
<b>COLLEGE OF DENTAL MEDICINE</b>		
Student Instrument Fee		
Sophomore Class	\$ 4,000	\$ 4,400
Gross Anatomy (freshmen only)	750	950
Dental Informatics Fee	4,000	5,500
Clinical & Lab Support Fee (per year)	3,500	6,500
<b>COLLEGE OF HEALTH PROFESSIONS</b>		
Occupational Therapy, MSRS Program Fee	\$ 361	\$ 500
PhD in Health & Rehabilitation Science (NEW)	-	150
<b>COLLEGE OF MEDICINE</b>		
Gross Anatomy (freshmen only)	\$ 750	\$ 950
Medical histology (freshmen only)	250	200
Sylabi Fee - (first year students)	378	400
<b>COLLEGE OF NURSING</b>		
Program Fees - Undergraduate - FT	\$ 220	\$ 255
Program Fees - Undergraduate - PT	110	130
Program Fees - Graduate/PHD - FT	350	400
Program Fees - Graduate/PHD - PT	175	200
Program Fees - All NP Students - FT	465	535
Program Fees - All NP Students - PT	235	270
College of Nursing online program fee	\$55/credit hour	\$65/credit hour
DNP student clinical course fee	-	\$150/clinical course
Undergraduate lab fee	-	300
<b>DEPARTMENTAL PROGRAM FEES</b>		
Application Fee		
MUSC FT staff	\$ 40	\$ 50
All Others including Non-Degree Seeking	75	85
Matriculation Fee (effective Spring 2009 and after)	400	440
Student Services fee - Part-time students on-site	400	440
Student Services fee - Part-time students off-site (web)	200	Dropped from schedule
Late payment fee	100	125
Transcript Fee		
Not-enrolled Student	\$10 per copy	\$12 per copy





**Office of the Dean**

151 Rutledge Avenue  
Building A  
MSC 960  
Charleston SC 29425-9600  
Tel 843 792 3328  
Fax 843 792 3322  
[www.musc.edu/chp](http://www.musc.edu/chp)

March 11, 2009

John Raymond, M.D.  
Vice President for Academic Affairs and Provost  
MUSC  
179 Ashley Ave., MSC 002  
Charleston, SC 29425

Dear Dr. Raymond,

I write to seek approval of a restructuring of the College of Health Professions from three to two departments with corresponding administrative cost savings. Last academic year, I formed a faculty and staff committee to assess the academic vision of the college relative to its current organizational structure and future fiscal viability. That committee recommended that the college's previous three departments: clinical services, rehabilitation sciences, health administration and policy, be reduced to two departments consisting of the Department of Health Professions and the Department of Health Sciences and Research. The following academic units will comprise each of the departments:

*Department of Health Professions*

- Division of Anesthesia for Nurses
- Division of Cardiovascular Perfusion
- Division of Health Administration and Policy
- Division of Occupational Therapy
- Division of Physician Assistant Studies
- Division of Physical Therapy

*Department of Health Sciences and Research*

- Bachelor of Health Science
- Master of Research Administration
- Doctor of Health Administration
- Ph.D. in Health and Rehabilitation Science

Faculty appointments will be made in each of these new departments starting with the 2009-10 fiscal year. Administrative cost savings will be through voluntary departures and retirements.

I also request that the old Department of Health Professions, designated for administrative appointments of faculty who are not involved in the academic departments, have a name change to the Department of Health Studies. Attached is an excel spreadsheet of all faculty members with the requested division or department for their faculty appointment in the new structure.

Thank you for considering this request.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark S. Sothmann".

Mark S. Sothmann, Ph.D.  
Professor and Dean

# **THE SOUTH CAROLINA AREA HEALTH EDUCATION CONSORTIUM (SOUTH CAROLINA AHEC) 2009-2012 STRATEGIC PLAN**

- Vision:** To be a leader in building a collaborative educational system designed to optimize the health of South Carolinians
- Mission:** To achieve excellence in healthcare through recruitment, retention, and education of healthcare professionals
- Core Values:** Excellence, Integrity, Effectiveness, Professionalism, Service, Efficiency

## **GOALS AND OBJECTIVES**

### **Undergraduate and Graduate Medical Education**

#### Undergraduate Medical Education

- A. Work collaboratively with South Carolina's medical schools to educate and retain medical students in South Carolina for their graduate medical education
  - 1. Provide elective rotations for MUSC and USC students
  - 2. Actively publicize to USC and MUSC students the elective rotations available at AHEC-affiliated residencies

#### Graduate Medical Education

- B. Family Medicine and Graduate Doctor Residency Education Programs
  - 1. Assist residency programs in maintaining their ACGME accreditation
  - 2. Aspire for 100% of the graduates of the South Carolina AHEC-affiliated residencies to successfully pass their specialty board certification exams
  - 3. Strongly encourage residency graduates to establish their practices in South Carolina
  - 4. Work collaboratively to provide quality faculty development and networking opportunities for residency program faculty members
  - 5. Conduct an annual statewide meeting for networking, chief resident training, and presentation of resident research
  - 6. Support opportunities for residents to have experiences in rural practices
- C. Family Medicine Residency Programs
  - 1. Facilitate the recruitment and retention of qualified, diversified medical students and residents to South Carolina
    - a. Participate in the annual AAFP National Resident and Student Conference to recruit high quality, diversified students to the SC Family Medicine residency programs
    - b. Conduct an annual Family Medicine Interest Day involving all residency programs to attract medical students

- c. Facilitate the development of materials that enhance recruitment efforts on a regional and national basis
- 2. Educate qualified, competent, community-responsive physicians
  - a. Provide funding to encourage faculty presentations (research, CME) at regional and national conferences
  - b. Provide statewide educational courses for residents
  - c. Provide support for the development and maintenance of the Web CT-based curriculum
  - d. Conduct a graduate survey every five years to ascertain graduates' demographics, training needs, and practice experiences. Utilize the results from these surveys to strengthen residency program curricula
  - e. Encourage the use of medical homes, with the goal of training physicians in settings that increase access to care and reduce health disparities

### **Continuing Education (CE)**

- A. Enhance the knowledge, skills and competencies of healthcare professionals in South Carolina to meet the health needs of our state's population
  - 1. Assess regional, statewide, and national needs for educational programs for healthcare professionals
  - 2. Plan, implement and evaluate continuing education offerings using Best Practice Standards
  - 3. Review and continually improve evaluation methods used by the CE Programs
  - 4. Collaborate with organizations and agencies to provide and improve the delivery and quality of continuing education for healthcare professionals
  - 5. Increase community awareness and visibility of CE services that AHEC provides to healthcare professionals and the community
- B. Deliver continuing education programs in innovative ways to meet the changing needs of healthcare professionals and our state's population
  - 1. Collaborate with producers of alternate delivery programs and provide CE support when appropriate
  - 2. Use available technology to enhance CE delivery

### **Health Professions Students (HPS)**

- A. Foster the development of health professionals who are clinically competent and responsive to the needs of communities
  - 1. Promote collaborative relationships between clinical teaching sites and professional training programs to provide quality teaching sites for student learning
  - 2. Build and maintain working relationships with health professions preceptors from multiple disciplines and settings

3. Provide housing, as needed, for health professions students participating in community rotations
  4. Track the practice locations of former students
  5. Facilitate community placements for health professions students in shortage disciplines
- B. Be a model for interprofessional education of health professions students in South Carolina and the nation
1. Implement the Interprofessional Service Learning Program (ISLP) in each AHEC region at least once annually and serve 20 students statewide from two or more disciplines
  2. Sponsor the SCRIPT project each summer for at least 40 students in three or more disciplines
  3. Facilitate and evaluate interprofessional, community-responsive learning activities for health professions students in AHEC regions

### **Health Careers Program (HCP)**

- A. Facilitate a coordinated, statewide approach for increasing the number and diversity of students entering the health professions pipeline in South Carolina
1. Continue to strengthen the components of the Health Careers Academy (HCA)
  2. Enhance statewide summer opportunities to support health career exploration and preparation
- B. Promote community-based advocacy to support the implementation and success of the HCP
1. Assist in maintaining, enhancing, and sustaining a regional coalition system initially supported by The Duke Endowment "Building Coalitions" grant
  2. Equip parents with information and resources to strengthen parental advocacy for HCA participants
  3. Secure additional financial support for the HCP
  4. Increase community awareness of the Health Careers Program and the Health Careers Academy (HCA)
- C. Develop evidence to assist in identifying and supporting HCP enhancements
1. Monitor state and national healthcare workforce and educational trends
  2. Implement and evaluate a centralized student data tracking system with PO guidance and leadership

### **Recruitment and Retention**

- A. Increase the supply and improve the distribution of primary care providers and other healthcare professionals through recruitment and retention programs
1. Inform physicians enrolled in graduate medical education programs in South Carolina about practice opportunities and incentives for practice in rural and underserved South Carolina communities

2. Administer the Rural Physician Incentive Grant Program in collaboration with the Rural Physician Board
3. Administer the Rural Dentist Loan Repayment Program in collaboration with the Rural Dentist Board
4. Administer the statewide Locum Tenens Program for family doctors and pediatricians
5. Inform medical students about the graduate medical education programs in South Carolina
6. Inform medical and dental students about incentives to practice in South Carolina
7. Inform health professions students about employment opportunities in South Carolina
8. Continue the Nursing Recruitment Project to prepare and recruit nurses for practice in South Carolina
9. Support efforts to create an Office for Healthcare Workforce Analysis and Planning that will monitor the supply of and demand for healthcare professionals in South Carolina

### **Organizational Administration**

- A. Continually improve the South Carolina AHEC system's collaboration and communication
  1. Establish and adhere to guidelines and timelines for major statewide activities
  2. Prepare and distribute minutes of all council meetings (routine or called)
  3. Foster sharing of resources and reduction of duplication
  4. Assess all modes of system communication on an ongoing basis to increase the efficiency and effectiveness of the flow of information
- B. Act as a catalyst for positive change in healthcare education and delivery
  1. Develop collaborations with local, state, and national organizations
  2. Monitor healthcare delivery trends and healthcare workforce needs
  3. Serve on committees and boards that further the South Carolina AHEC's mission and strategic direction
  4. Convene statewide meetings to address priority needs consistent with the South Carolina AHEC's mission and core services
  5. Assist community practitioners with accessing both information and clinical support services, such as telemedicine, to aid with the provision of healthcare for their patients
- C. Increase public awareness of South Carolina AHEC activities
  1. Produce news articles and distribute publications including an annual report
  2. Submit manuscripts to peer-reviewed journals
  3. Maintain a website for public access to South Carolina AHEC programs and services
  4. Make presentations at local, state, and national meetings
  5. Develop a marketing plan to enhance media coverage of South Carolina AHEC events

- D. Address the need for financial stability of the South Carolina AHEC system

1. Maintain positive relationships with legislators on local, state, and federal levels of government to assure adequate levels of funding for the South Carolina AHEC's programs and services
  2. Testify before committees to provide information about the contributions being made by and the need for funding for the South Carolina AHEC
  3. Look for potential grant opportunities
  4. Submit grants to support projects that are consistent with the strategic direction of the South Carolina AHEC
- E. Implement and continually improve the statewide database for South Carolina AHEC programs and services
1. Refine data collection tools and input criteria
  2. Refine reporting tools and enhance compliance and analysis capabilities
  3. Utilize data to document short and long-term programmatic outcomes

**Medical University of South Carolina  
Implementation Process  
of the  
South Carolina Illegal Immigration Reform Act**

1.0 BACKGROUND

(a) Statutory Requirement

On June 4, 2008, the Governor of South Carolina signed into law the *South Carolina Illegal Immigration Reform Act* (A280, R327, H4400). Section 59-101-430 of this act deals with higher education. This section requires that the Board of Trustees of each public institution adopt a process to verify the lawful presence in the United States of all students attending their respective institutions:

Section 59-101-430.

(A) An alien unlawfully present in the United States is not eligible to attend a public institution of higher learning in this State, as defined in Section 59-103-5. The trustees of a public institution of higher learning in this State shall develop and institute a process by which lawful presence in the United States is verified. In doing so, institution personnel shall not attempt to independently verify the immigration status of any alien, but shall verify any alien's immigration status with the federal government pursuant to 8 USC Section 1373(c).

(B) An alien unlawfully present in the United States is not eligible on the basis of residence for a public higher education benefit including, but not limited to, scholarships, financial aid, grants, or resident tuition.

(b) General Rule

In accordance with the South Carolina Illegal Immigration Reform Act, it is the policy of MUSC that:

A person unlawfully present in the United States is not eligible for enrollment at MUSC and does not qualify on the basis of residence for any other benefit including, but not limited to, scholarships, financial aid, grants, or resident tuition.

## 2.0 IMPLEMENTATION

### (a) Responsibility for Implementation

The Office of Enrollment Management (Admissions, Financial Aid, Registrar), reporting through the Provost's office, has the responsibility to a) implement the verification process, b) maintain a system to allow documentation of the means by which each student's lawful presence has been verified, and c) to notify dean's offices of any applicant or student whose lawful presence cannot be verified. It is the responsibility of dean's offices to reject or dismiss students whose lawful presence cannot be verified.

### (b) Required Documentation

Verification of lawful presence in the United States shall be based on criteria used by the Federal Government to determine immigration status and may include, but not be limited to: (1) original source documentation that establishes birth in the United States; (2) a South Carolina drivers license issued since 2002; (3) an approved Free Application for Federal Student Aid (FAFSA); (3) a passport; (4) verification through one or more Federal data bases (e.g. SAVE); or (5) a social security card.

### (c) Procedure for Verification

The process of verification shall be conducted at various times prior to the last day of drop/add registration for a semester. The Office of Enrollment Management shall seek to use the least intrusive means of verification for each student. Students who submit a FAFSA to request financial aid, and international students whose status can be confirmed through the federal SAVE system, shall not be asked to provide additional documentation. The office shall maintain a database containing date of verification and document type used to verify lawful presence of each student. This information will be part of the student record and be subject to FERPA guidelines.

### (d) Appeals Process

A student notified by the dean's office of impending dismissal, or an applicant facing rejection as a result of not being able to provide the Office of Enrollment Management with sufficient documentation of lawful presence in the United States, may appeal this decision to the MUSC University Counsel within 14 calendar days of this notice. If an appeal is not made within 14 days, or is made but denied by University Counsel, the dean's office shall immediately notify the registrar's office to dismiss the student.



**FACILITIES  
ACADEMIC  
LEASE RENEWAL  
FOR APPROVAL**

**APRIL 17, 2009**

DESCRIPTION OF LEASE RENEWAL: This lease renewal is for the Rutledge Tower Parking Garage consisting of 772 parking spaces. The purpose of this lease is to continue to provide parking for the Medical University of South Carolina's employees. The per space per month rate is \$52.89 (rounded) and the monthly rental rate for this renewal will be \$40,833.33 (rounded), resulting in an annual cost of \$490,000.00. This lease was approved as a two-year renewal at the February Board meeting; however due to future renewals and the monetary thresholds for leases, the SC Budget and Control Board staff is requesting a longer term period for its full board approval.

NEW LEASE AGREEMENT \_\_\_\_\_  
RENEWAL LEASE AGREEMENT   X  

LANDLORD: University Medical Associates

LANDLORD CONTACT: Marty Phillips, Financial Analyst, 852-3109

DEPARTMENT NAME AND CONTACT: Parking Management, Melinda Anderson, 792-2597

SOURCE OF FUNDS: Parking Revenues

LEASE TERMS:

RENEWAL TERM: Five (5) years  
COST PER SPACE: \$52.89  
ANNUALIZED RENT COST: \$490,000.00  
TOTAL COST OF RENEWAL TERM: \$2,450,000.00

EXTENDED TERM(S): Two (2) terms, Five (5) years each  
COST PER SPACE: \$52.89  
ANNUALIZED RENT COST: \$490,000.00  
TOTAL COST OF EXTENDED TERMS: \$4,900,000.00

OPERATING COSTS:  
FULL SERVICE \_\_\_\_\_  
NET   X

**FACILITIES  
ACADEMIC  
LEASE RENEWAL  
FOR APPROVAL**

**APRIL 17, 2009**

DESCRIPTION OF LEASE RENEWAL: This lease renewal is for the Fishburne Street Parking Lot ("Hagood Lot") consisting of 794 parking spaces. The purpose of this lease is to continue to provide parking for the Medical University of South Carolina's employees and students. The per space per month rate is \$30.18 (rounded) and the monthly rental rate for this renewal will be \$23,962.13 (rounded), resulting in an annual cost of \$287,545.51. The rent shall increase 3% annually.

NEW LEASE AGREEMENT \_\_\_\_\_  
RENEWAL LEASE AGREEMENT   X  

LANDLORD: City of Charleston

LANDLORD CONTACT: Colleen Carducci, 724-7154

DEPARTMENT NAME AND CONTACT: Parking Management, Melinda Anderson,  
Director, 792-5996

SOURCE OF FUNDS: Parking Revenues

LEASE TERMS:

RENEWAL TERM: Three (3) years

COST PER SPACE:

YEAR 1 \$30.18

YEAR 2 \$31.08

YEAR 3 \$32.02

ANNUALIZED RENT COST:

YEAR 1 \$287,545.51

YEAR 2 \$296,171.88

YEAR 3 \$305,057.04

TOTAL COST OF RENEWAL TERM: \$888,774.43

EXTENDED TERM(S): Year to Year, Rate to be negotiated

OPERATING COSTS:

FULL SERVICE   X  

NET \_\_\_\_\_

# **Identity Theft Program for The Medical University of South Carolina**

## **1.0 INTRODUCTION**

Pursuant to the Fair and Accurate Credit Transactions Act (“FACTA”)(16CFR § 681.2), this identify theft policy enables the Medical University of South Carolina, its agents or affiliates, including but not limited to the Medical University Hospital Authority, University Medical Associates, and Carolina Family Care (hereinafter collectively referred to as “MUSC”), to detect, respond to and prevent the improper use of patient, employee, student or other individual financial and medical information and to minimize damage to MUSC.

## **2.0 PURPOSE**

To establish an Identity Theft Prevention Program for MUSC that is designed to mitigate financial and medical identity theft and its harmful effects in connection with the opening of a covered account or an existing covered account and to provide for continued administration of the program. This Program is intended to:

- a) Identify risks that indicate potentially fraudulent activity;
- b) Detect risks as soon as reasonably possible;
- c) Respond appropriately to risks to determine if fraudulent activity has occurred and act appropriately if fraud has been attempted or committed; and
- d) Update the Program periodically to reflect changes in any risk of identity theft for the Covered Accounts as well as for any risk to MUSC and its operations.

## **3.0 POLICY**

MUSC strives to prevent the intentional or inadvertent misuse of Personal Identifying Information owned or stored by MUSC including but not limited to customer names, identities including photographs of an individual’s face, and records; to report criminal activity relating to identity theft and theft of services to appropriate authorities; and to take steps to correct and/or prevent further harm to any person whose Personal Identifying Information is used unlawfully or inappropriately.

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#### 4.0 **PROGRAM ADMINISTRATION**

Each organization's Compliance Office shall serve as the primary point of contact for issues related to this Program. From time to time, however, other departments or areas may be tasked with implementation of required elements or investigation related duties under this Program.

- 4.1 MUSC shall obtain approval of this initial written Program from the Board of Trustees or the appropriate Committee of the Board of Trustees. Policies and procedures supporting this Program may be implemented from time to time as deemed appropriate.
- 4.2 The Organization's Compliance Office shall ensure a risk assessment regarding the Program is prepared when there are material changes or on an annual basis so that necessary modifications are made to the Program.
- 4.3 The Organization's Compliance Office shall oversee the implementation of material changes to the Program as needed to address changing risks of identity theft. To monitor compliance issues and evaluate the need for any changes to the Program, the Organization's Compliance Officer shall:
  - a) document incidents of attempted or successful reports of identity theft; and
  - b) prepare an Annual Report to the Board of Trustees regarding the Program.
- 4.4 The Organization's Compliance Office shall ensure staff is trained, as necessary to implement the Program.
- 4.5 MUSC recognizes that contractual services may be engaged for the purpose of performing an activity in connection with one or more Covered Accounts, or contractors may have access to Personal Identifying Information regarding a Covered Account. Contracts for such services shall require that the contractor have a reasonable identity theft program in place. For example, contracts for such services should contain terms substantially similar to the following:

“Contractor acknowledges that MUSC has adopted an Identity Theft Prevention Program as required under 16 C.F.R. Part 681 for certain covered accounts that may be accessed in accordance with this agreement. Accordingly, Contractor will conduct its activities in accordance with reasonable policies and procedures to detect, prevent and mitigate the risk of identity theft.”

## **5.0 STAFF TRAINING**

Training regarding this Program shall be provided to all faculty, staff, volunteers or other personnel. Additional training will be provided when changes are made to the methods of detection, prevention and mitigation of identity theft.

## **6.0 PERIODIC UPDATE**

MUSC will update the Program (including the Red Flags determined to be relevant) periodically, to reflect changes in risks to customers or to the safety and soundness of MUSC from financial and medical identity theft, based on factors such as:

- a) The experiences of MUSC with identity theft;
- b) Changes in methods of identity theft;
- c) Changes in methods to detect, prevent, and mitigate identity theft;
- d) Changes in the types of accounts MUSC offers or maintains; and
- e) Changes in the business arrangements of the financial institution or creditor, including mergers, acquisitions, alliances, joint ventures, and service provider arrangements.

## **7.0 DEFINITIONS**

**Covered Account:** An account designed to permit multiple payments or transactions for services rendered or any other account for which there is a reasonably foreseeable risk to individuals or to the safety and soundness of MUSC from identity theft. Every new or existing account meeting the following criteria is covered by this policy:

- a) Business, personal and household accounts for which there is a reasonably foreseeable risk of identity theft; or
- b) Business, personal, and household accounts for which there is a reasonably foreseeable risk to the safety or soundness of MUSC from identity theft, including financial, operational, compliance, reputation or litigation risks.
- c) At MUSC, Covered Accounts include but are not limited to:
  - i. Patient accounts;
  - ii. Employee accounts;
  - iii. Student accounts;

- iv. Medical records;
- v. Research records;
- vi. Provider accounts;

**Identity Theft:** A fraud committed or attempted using the Personal Identifying Information of another person without authority. Importantly, such Personal Identifying Information is often used to obtain credit, merchandise, and services in the identity theft victim's name, or to provide the thief with false credentials. Within this policy, identity theft includes medical identity theft.

**Individual:** Any natural person, individual or organization.

**Medical Identity Theft:** Medical identity theft occurs when someone uses a person's name, Personal Identifying Information, or other parts of their identity, such as insurance information or Social Security Number, without the victim's knowledge or consent. This information may be used to obtain medical services or goods or to obtain money by falsifying claims for medical services and falsifying medical records to support those claims. Medical identity theft also can result in inaccurate information being placed in a patient's medical record. Such information could result in harm to a patient (e.g. a doctor administering a patient a contraindicated drug, one that could result in a severe allergic reaction and even death), and therefore should be monitored to prevent injury.

**Personal Identifying Information.** The first name or first initial and last name in combination with and linked to any one or more of the following data elements that relate to a Customer, when the data elements are neither encrypted nor redacted:

- a) Sensitive Information as defined below;
- b) Social Security number;
- c) Driver's license number or state identification card number issued instead of a driver's license;
- d) Financial account number, or credit card or debit card number in combination with any required security code, access code, or password that would permit access to a Customer's financial account; or
- e) Other numbers or information which may be used to access a person's financial accounts or numbers or information issued by a governmental or regulatory entity that uniquely will identify an individual.

The term does not include information that is lawfully obtained from publicly available information, or from federal, state, or local government records lawfully made available to the general public.

**Potentially Fraudulent Activity:** Activity which may result in the disclosure of unencrypted or unredacted personal identifying information which was, or is reasonably believed to have been, obtained for an unauthorized purpose when the illegal use of the information has occurred or is reasonably likely to occur, or which creates a material risk of harm to the individual.

**Red Flag:** A warning sign of the possible existence of identity theft due to a pattern, practice, or specific activity that could indicate an account holder has been the victim of, or is engaged in, identity theft. Specific red flags and how MUSC will respond appropriately are discussed more fully below.

**Sensitive Information:** Sensitive information includes the following printed or electronic stored information:

- a) Credit card information including credit card number (in part or whole), expiration date, cardholder name or address and card verification value code (CVV/CVC);
- b) Tax identification numbers including Social Security Number, business identification number or employer identification number;
- c) Payroll information including paychecks, pay stubs and bank account numbers;
- d) Photographs of an individual's face;
- e) Medical information including physician names and claims, insurance claims, prescriptions and any other identifiable medical information; and
- f) Other information including date of birth, address, phone numbers, names, maiden name, customer numbers, account numbers, medical record numbers, etc.

## **8.0 IDENTIFICATION OF RELEVANT RED FLAGS**

Red Flags are a potential indicator of fraud. Any identified Red Flag, or a situation closely resembling a Red Flag should be investigated for verification. Each business unit will develop procedures for routinely monitoring accounts for potential Red Flag activity.

8.1 **Common Red Flags** include:

- a) Identification which appears altered or forged;
- b) Alerts, notifications or warnings from a consumer reporting agency;
- c) A fraud alert included with a consumer report; or
- d) Notice of a credit freeze in response to a request for a consumer report.

8.2 **Consumer reports** indicating a pattern of activity inconsistent with the history and usual pattern of activity of an applicant or customer are a red flag. Some examples include:

- a) A recent and significant increase in the volume of inquiries;
- b) An unusual number of recently established credit relationships;
- c) A material change in the use of credit, especially with respect to recently established credit relationships;
- d) An account that was closed for cause or identified for abuse of account privileges by a financial institution or creditor; or
- e) A notice of address discrepancy from a consumer reporting agency.

8.3 **Suspicious documents** are a Red Flag. The following non-exhaustive list provides examples of suspicious documents:

- a) Documents (such as a driver's license or health insurance card) provided for identification that appears to have been altered or forged;
- b) A photograph or physical description on an identification card which is not consistent with the appearance of the individual;
- c) Other information on the identification is not consistent with the information provided by the individual;
- d) Other information on the identification is not consistent with readily accessible information that is on file;



- e) A form (such as an application) appearing to have been altered or forged, or gives the appearance of having been destroyed and reassembled; or
- f) A signature on a document (for example, a driver's license) that does not match the individual's signature.

8.4 **Suspicious Personal Identifying Information** is also a Red Flag indicative of possible identity theft or medical identity theft. Some common scenarios include when:

- a) The Personal Identifying Information provided is inconsistent with other information. For example, the address does not match any address in a consumer report; or
- b) The Social Security number provided has not been issued, is listed on the Social Security Administration's Death Master File, or is otherwise invalid. The following numbers are always invalid:
  - i. First three digits are 800, 900, 000, in 700 ranges above 772, or are 666
  - ii. Fourth and Fifth digits are 00; or
  - iii. Last four digits are 0000.
- c) The Personal Identifying Information provided by an individual is not consistent with other Personal Identifying Information provided by the individual. For example, there is a lack of correlation between the Social Security number range and the date of birth;
- d) The Personal Identifying Information provided is associated with known fraudulent activity as indicated by internal or third-party sources. For example, the address on an application is the same as the address provided on a fraudulent application.
- e) The Personal Identifying Information provided is of a type commonly associated with fraudulent activity as indicated by internal or third-party sources. For example, the address provided is fictitious (e.g. a mail drop or prison), or a phone number is invalid or associated with a pager or answering service;
- f) The Social Security number provided is the same as that submitted by another individual;

- g) The address or telephone number provided is the same as or similar to the address or telephone number submitted by an unusually large number of other individuals;
- h) The individual fails or refuses to provide all required personal identifying information;
- i) Personal Identifying Information provided is not consistent with personal identifying information that is on file; or
- j) An individual is unable to correctly authenticate challenge questions. For example, when using security questions (date of birth, last known appointment, etc.) the individual cannot provide authenticating information beyond that which generally would be available from a wallet or consumer report.

8.5 **Generally suspicious activity** is also a Red Flag, such as when:

- a) Shortly following the notice of a change of address for a covered account, the individual requests additional services;
- b) A new account is used in a manner commonly associated with known patterns of fraud. For example, the individual fails to make the first payment or makes an initial payment, but no subsequent payments.
- c) A Covered Account is used in a manner not consistent with established patterns of activity. For example, nonpayment when there is no history of late or missed payments or a material change in usage patterns;
- d) A Covered Account that has been inactive for a lengthy period of time is used;
- e) Mail sent to the individual is returned repeatedly as undeliverable although transactions continue to be conducted;
- f) The individual notifies MUSC that he/she is not receiving paper account statements;
- g) MUSC is notified of unauthorized charges or transactions in connection with an individual's account;
- h) MUSC receives notice from individuals, victims of identity theft, law enforcement authorities, or other persons regarding possible identity theft; or

- i) MUSC is notified by an individual, a victim of identity theft, law enforcement authorities or any other person that it has opened a fraudulent account for a person engaged in identity theft.

## **9.0 PROCEDURES RESPONDING TO RED FLAGS**

- 9.1 Once Potentially Fraudulent Activity has been suspected, an employee will act quickly, as a rapid response can protect both individuals financially and medically and MUSC from damages and loss.
  - a) An employee who detects a Red Flag should gathered relevant information relating to the incident and report it to their immediate supervisor for verification and information. If Potentially Fraudulent Activity continues to be suspected, the information should be presented to the organization's Compliance Officer who will further investigate the matter to determine if the situation reported was fraudulent or authentic. If the activity is found to be fraudulent, the Organization's Compliance Office will coordinate notification of the individual(s) affected to advise that fraud has been attempted and advise the individual of actions taken to mitigate that fraud, as appropriate. Additional resources may be utilized to notify individuals of such activity in accordance with state and federal law.
  - b) An individual wishing to make an anonymous report of Potentially Fraudulent Activity may do so through the organization's compliance hotline.
- 9.2 If the situation is determined to be fraudulent, appropriate actions must be taken immediately. These actions may include:
  - a) Canceling the transaction;
  - b) Notifying and cooperating with MUSC Public Safety or other appropriate law enforcement;
  - c) Determining the extent of the liability of MUSC; and
  - d) Notifying the individual that fraud (identify theft) has been attempted. Notification must comply with the requirements of SC Code Ann. §§1-11-490(e) and 39-1-90(A).

## **10.0 CORRECTION OF COVERED ACCOUNTS**

If identify theft is confirmed, MUSC shall take appropriate steps to correct the compromised account. If a record was generated or information was added to an

existing record as a result of identity theft, the record will be noted, inaccurate information will be corrected and the information added to the record as a result of the identity theft will be segregated from the original record. A determination will be made to whether any other record(s) are linked to the record

#### **11.0 DISCIPLINARY ACTION**

Failure to comply with the requirements of this Policy may result in disciplinary action up to and including termination.

#### **Appendices:**

Guide to Investigating Identity Theft  
Identity Theft Affidavit