Standing/Ad Hoc Committee Annual Reports
2016-17

College Standing Committees:
  Committee on Student Admissions
  Committee on Curriculum
  Committee on Diversity and Inclusion
  Committee on Graduate Study and Research
  Committee on Reappointment, Promotion and Tenure
  Committee on College Safety and Biocontainment
  Committee on Student Performance

Ad hoc Committees:
  CVM Faculty and Staff Awards and Recognition Committee

Also attached:
  Scholarships and Loans Annual Report
Michigan State University  
College of Veterinary Medicine  
Committee on Student Admissions  
2016-2017 Annual Report  
(August 2017)

Prepare by: Office of Admissions Team: Ms. Donna Grooms, Ms. Pat Peterson, and Dr. Hilda Mejia Abreu

Submitted to: Dr. Julie Funk, Associate Dean, Academic Programs and Student Success

Committee Members for July 2016 through June 2017
Dr. Hector Alfonso  
Dr. Jill Brester  
Dr. Steve Carey  
Dr. John Fyfe (Vice-Chair)  
Dr. Jane Merrills  
Dr. Ann Rashmir  
Dr. Ioana Sonea  
Dr. Julia Stickle

Dr. Julie Funk, Associate Dean for Academic Programs & Student Success  
Dr. Hilda Mejia Abreu, Assistant Dean, Admissions and Scholarships  
Ms. Donna Grooms, Senior Admissions Counselor and Operations Manager  
Mr. Brian Mavis, Office of Medical Education, Research, and Development (OMERAD)  
Ms. Pat Peterson, Office Assistant III

This report summarizes major activities, decisions and responsibilities of the Committee on Student Admissions (CSA) for activities related to recruitment, admissions and selection of the Class of 2021.

Activities and Policies Review:

The primary responsibility of the CSA for the 2016-17 cycle are listed below:
    o The plan was piloted 2016-17 with some success engaging pre-veterinary advisors at Michigan’s twenty-three colleges and universities
    o Developed and implemented Michigan Advisors’ Conference in partnership with Human Medicine.

  • Evaluation of requirements for applicants to the four-year professional program.
    o Complete review of requirements and able to decrease requirements from 62 credits to 55 credits. This will allow more students who are prepared to apply at the end of their second year in college.
Outreach:

Team Admissions in CVM in partnership with colleagues in Human Medicine Office of Admission planned and implemented a Michigan Advisors Conference held in May. We had 23 colleges and university advisors participate. Overall, the input provided by advisors was favorable. For the 2018 advisors’ conference, the Colleges of Human, Osteopathic and Veterinary Medicine will partner for this event to be held on May 11 at the Henry Center.

Admissions:

- Review of selection process in 2016-17 and alignment of selection for 2017-18 with CVM values as well with re-invented curriculum.
  - Three steps were identified for the 2017-18 selection process:
    - Step I  Academic review
    - Step II  File review (holistic review by staff members and faculty), which is an individualized way of reviewing applicants experiences and attributes.
    - Step III Multiple Mini Interviews.

The CSA is responsible for formulating admissions policies and staff in the Office of Admissions applies these policies. The CSA recommends admissions policies to the Dean of the College. The Class of 2021 was selected using policies for the 2016-17 admissions cycle. Please see profile of the selected Class of 2021, which has been attached. The CSA is responsible for reviewing applications for Production Medicine Scholars and Veterinary Scholars applicants who will matriculate in fall 2017 and 2018 respectively.

Summary of Class Selection 2016-17 (Class of 2021):

The total number of applications processed was 842 or 215 Michigan residents and 627 non-Michigan residents. Among the non-Michigan residents, there were 13 international applicants. There were a total of 679 female applicants and 160 male applicants. Three (3) applicants did not reveal their gender.

The minimum acceptable Scholastic Indicator Score (SIS) was 790. Applicants not meeting the minimum SIS score, were sent a letter of denial in mid-December. Applicants, who had a SIS of 790 and above, were reviewed by two admissions officers. There were 556 applicants who had a SIS of 790 or higher.
Of the 556 applicants, 159 were Michigan applicants and 397 were non-Michigan applicants. The non-Michigan applicant number included 12 international applicants. Files were reviewed against a set list of attributes. The SIS score remained unchanged, was partially or fully revalued based upon the agreed non-academic attributes desired to provide uniqueness and diversity. The vice-chair of the committee acted as a third reviewer if partners had discrepant file review scores.

In September 2016, MMI scenarios, questions, and rubrics were updated. Dr. Jacque Pelzer from Virginia Maryland trained forty-three MMI evaluators September 2016. Dr. H. Mejia Abreu held 3 additional training in October and November for evaluators who were unable to attend the September training. At the last 3 training sessions, twenty-eight evaluators received training.

CSA invited to interview 395 applicants. Multiple Mini Interview (MMI) evaluators interviewed 313 candidates. The interview format was the Multiple Mini Interview (MMI). Three hundred and thirteen (313) accepted the invitation and participated in the MMI process.

Total invited to interview: 395
Total interviewed: 313
Residents of Michigan interviewed: 124
Non-residents interviewed: 189 (this included 11 international applicants)

**MMI Cost:**

MMI cost 2016-17: $20,864.73. The cost included: training sessions, Learning and Assessment Center rental December through February, food and supplies.

Following MMI, 185 offers were extended to regular applicants. Remaining regular applicants who participated in MMI were placed on the alternate list. Of the 185 offers extended, 90 accepted offers. Over the summer a total of 46 alternates were invited to fill positions compare to 48 alternates invited in 2015-16 cycle. There are 23 alternates in the class in comparison to 26 in the 2015-16 cycle.

**MMI Impact on Selection of students**

Candidates who scored over a 4.0 on the MMI were extended offers regardless of the revalued Scholastic Indicator Score (SIS). Three applicants were denied for MMI score below 3.0, all from Michigan.
This year's raw SIS range for the admitted class was 791 – 968.

Non-Academic Characteristics
- Men: 20    Women: 95
- Age Range: 19 – 49 (average is 23)
- 4 have no degree, 3 an Associates, 101 a Bachelors and 7 an advanced degree
- 30% hold baccalaureate degree from MSU compare to 37% in 2015-16

Production Medicine Scholars Admissions Pathway (PMSP) option
Three students applied through the PMSP. One was not academically qualified. The other two were both selected.

Veterinary Scholars Admission Option
Eight students applied through the Veterinary Scholars Pathway and all were reviewed. Eight offers were extended with one later being rescinded due to science GPA dropping below the minimum 3.5 GPA. The remaining seven applicants accepted the offer.

Underrepresented in the Profession
- Ethnic Minorities: 20
  - Hispanic – 5
  - Asian - 9
  - African American – 4
  - Native American – 2

Goals for 2018-19
- Review and update file review rubric to align with MSU CVM values. A sub-committee has been identified (Merrills and Sonea) and working on this project.
- Adopt Enrollment Management Platform to nurture prospects (Customer Relationships Management).
- Outreach activities to include CVM graduates at the local and national level (strategy 6 of the Recruitment Plan).
- Create an on-line resource for CVM graduates who would want to be ambassadors at the local, regional, and national level.
- MMIs joining the consortium to allow 5 veterinary colleges to leverage a bank of scenarios to select from yearly during the interview period.
- Reviewing the CVM Honors and Production Medicine Scholars Pathways.
Committee on Student Admissions
Annual Report 2017-18
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- Engage faculty, graduates and friends of the College to intentionally participate in MMIs.

- Educate faculty about the critical role they play in the admissions selection process.

- Organize MMIs early enough in the spring to recruit and register all evaluators by August.

- Personalize campus tour by engaging OTS.

The profile of the Class of 2021 can be found at:
https://cvm.msu.edu/future-students/dvm/class-of-2021-profile
CVM College Curriculum Committee: 2016-2017 Academic Year Report

Membership:

Laura Nelson, SCS - Chair until 3/17
Anthony Pease, SCS
Ed Rosser, SCS - 3/17-present, completing Laura Nelson’s term
Carla Carleton, LCS
Bo Norby, LCS
Kurt Williams, PDI
Ioana Sonea, PDI
Sarah Tomasik, Vet Tech Program
Martha Mulks, MMG - Vice-Chair 9/16-3/17; Chair 3/17-current
Emily Schmidt-Madsen, Class of 2017
Jackie Tobias, Class of 2018
Jamie Solgat, Class of 2019 - Secretary
Zoe Johnson, Class of 2020
Michael Scott, PDI – UCC representative
Julie Funk (ex-officio)

Topics Discussed:

- A major initiative of the CCC during the 2016-2017 year was the discussion and eventual approval of a complete curricular reinvention. The curriculum was approved by CCC in April 2017 and was ultimately approved by the CVM faculty by vote in May 2017. The curricular reinvention process was an agenda item at each CCC meeting, occasionally as the only agenda item.

- The protocol for changes to the review of courses was amended to improve efficiency and allow more attention to be devoted where needed. End of Semester Course Reports will be solicited as usual. Where, previously, a report would be generated by the CCC for each course, the amended policy includes the following steps:
  - Course syllabi, SIRS, and End of Semester Course Reports (when available) for each course will be collated and reviewed by two CCC members. Student representatives would not review courses that they had recently completed whenever possible.
  - The review process would focus on the identification of criteria that would trigger a full review. Proposed criteria:
    - SIRS in any domain under 3.0 or comments reflecting concern.
    - New course or new moderator
    - At request of the course moderator
  - If criteria are identified that would trigger a full review, the full CCC would evaluate the course as previously. Where indicated, the course moderator would also be invited to discuss the course as part of a CCC meeting.
  - The End of Semester Course Report form was updated.
  - The committee recommends adopting an online End of Semester Course Report to facilitate curricular review and accreditation.
- The committee met with course moderators for 5 fall 2017 courses.
- Communication with classes regarding curriculum. The group discussed communication strategies with CVM classes during the transition period from the old to new curriculum. Specifically, the importance of allowing students concerns to be heard, of highlighting changes to curriculum and services that have resulted from their feedback, and assurance that the legacy curriculum will continue to be supported as before.
- Need for and strategy for curricular mapping. The use of student notes and learning objectives from course moderators and instructors was proposed as a means to identify and cross-check the curriculum. This project was not developed further due to the curricular reinvention process, but the committee highly recommends that this be initiated as it will facilitate the development of the new curriculum.
- The receipt of clerkship credit for work performed during breaks was discussed and may be considered in the future when appropriate frameworks for learning objectives and assessment are created.

Curricular Changes:

- The number of times that a student could enroll in VM 611 was increased from 3 to 5. Students will continue to be able to enroll in a total of 5 off-campus clerkships, but students will now be able to have all clerkships under the VM 611 number rather than as VM 611 and through participation in off-campus clerkships under departmental course numbers. Approved.
- LCS 460 was dropped as a prerequisite for LCS 628. Approved.
- Pharmacology and Toxicology course changes: Approved.
  - New course: PHM803 to allow for a modular pharmacokinetics course after PHM801 became a 3 credit, non-modular course.
  - Course change: PHM802 would be changed from 4 to 3 credits in response to the increase in credit for PHM801 from 2 to 3 credits.
  - PHM 832 would change from a hybrid to wholly online course.
  - The MS program in Integrative Pharmacology will remove its PSM status due to a change in the requirement for students to take PHM 895, which was a lab-based project that few employers supported, thus making degree completion more difficult.
2016-17 Diversity and Inclusion Committee Members

Diversity Committee Chair — Dr. Ioana Sonea, College Curriculum Committee Representative
Dr. Stephan Carey, Committee on Student Admissions Representative
Dr. Vanessa Cook, College Advisory Council Representative
Mr. Eric Ham, DVM Student Representative
Dr. Susan Holcombe, Graduate Study and Research Representative
Dr. John Kruger, College Committee on Reappointment, Promotion and Tenure Representative
Dr. Rinosh Mani, Safety/Biocontainment Committee representative
Ms. Victoria Provenzola, Veterinary Technology Student Representative
Ms. Naiomy Rios Arce, Graduate Student Representative
Dr. Kurt Williams, Student Performance Committee Representative

VOICE (Veterinary Students as One In Culture and Ethnicity)
Continued collaboration with VOICE on programs/events. See Objective 5.

Newly elected board 2016-17:
Mr. Felix Rodriguez, President
Ms. Kyra Heirich, Treasurer
Ms. Sumana Prahbakar, Secretary
Eric Ham, Webmaster

Report has been prepared by:
Ms. Betty Casby, Office Assistant
Ms. Sarah Davis, Diversity Manager
Dr. Hilda Mejia Abreu, Assistant Dean

Diversity and Inclusion Committee (D&IC) Activities

It has been a great academic year for members of the D&IC, as well as a busy year. Meetings were held regularly with full participation from membership. A summary of activities are listed below:

- Diversity and Inclusion Strategic Plan completed (see attached document).
- Diversity and Inclusion Operational Plan completed (see attached document).
- By-laws changed and approved by CVM faculty to accommodate early planning of academic year events during the summer.
Consultant worked with D&I members during summer retreat.
Redesigned Diversity and Inclusion Website
Survey created and placed on D&I Website to collect data on our performance.

**Programs**

**Vetward Bound**

The final Enrichment Summer Program (ESP) under Health Careers Opportunity Program (HCOP) was held June through July 2016. A final report was submitted to the U.S. Department of Health and Human Services HCOP in support of the Vetward Bound program. HCOP has allowed the College of Veterinary Medicine to engage in extensive recruitment and admissions efforts of underrepresented groups. HCOP programmatic activities included services to high school, undergraduate, and four-year professional program enrollees.

During the 2016 Vetward Bound program, there were 44 students participating in the MSU CVM Enrichment Summer Program (ESP) from June 3, 2016 through July 22, 2016. The team members were able to select 44 from 113 submitted applications.

Range of institutions included: Syracuse University; University of Puerto Rico-Cayey; Antillean Adventist University; University of Michigan; Purdue University; Haverford College (2); Cornell University; Prairie View A&M University (2); University of Illinois; Michigan State University (8); Louisiana State University; Yale University; University of Puerto Rico-Bayamón; University of Guam; University of Maryland Eastern Shore; University of Wisconsin-Madison; University of North Carolina; Tuskegee University (7); University of Puerto Rico-Rio Piedras; Langston University; Eastern Michigan University; Virginia Commonwealth University; Pennsylvania State University; Howard University; Tennessee State University; California State University, Fresno; Xavier University of Louisiana; University Connecticut; Clark Atlanta University.

Team Diversity and Inclusion, in partnership with faculty and Doctor of Veterinary Medicine (DVM) students, did an excellent job planning and implementing another successful ESP program at Michigan State University (MSU) College of Veterinary Medicine (CVM) in 2016.

The rigorous schedule included coursework and exposure to: Microbiology, Histology, Physiology, Epidemiology, Public Health, cardiac anatomy and medical terminology, GRE, Writing for application, core sciences and math. Weekly Grand Rounds presentations to peers were the high point of the clinical rotation shadowing experience at the VTH. Further clinical exposure included visits to MSU campus farms—poultry, swine, sheep, dairy cow and beef, as well as to the Potter Park Zoo, Detroit Zoo, Kellogg Center-Dairy, Green Meadows Dairy farm, University of Michigan animal lab, Ingham County Animal Control and the Veterinary Diagnostic Laboratory (VDL). Other experiences included dissection of the hearts of cows and pigs.
Since the HCOP grant was not funded in 2015 and ESP 2016 was the final year of the federally funded program, Dean Baker committed funds to develop and implement an abbreviated ESP for residents of Michigan.

Reinvented ESP 2017 – Funded by Dean’s Office

In the summer of 2017, a reinvented ESP was created and supported by an endowment. Because of the limited funds, it was intentionally decided that only Michigan applicants from disadvantaged backgrounds would be considered. It was also decided that funds would support a total of 12 to 14 undergraduate students who had completed 2 years of college and at least 50% of the science requirements for admission at MSU CVM. There were 3 men and 9 women who participated in ESP.

The ESP applications opened on Friday, January 9 and closed on March 15, 2017. This was a transition year and the number of applications submitted was low. There were 19 applicants for 12 positions. Dean Perry from Tuskegee University contacted us to find out whether we could host 2 Tuskegee students. We were able to host Tuskegee’s students during our summer program. MSU CVM faculty and staff delivered an excellent but abbreviated curriculum this summer. The courses and seminars provided are listed below:

- Leadership Development
- Financial Health
- Imposter Syndrome
- Writing and Verbal Communication
- Histology and Physiology
- Microbiology and Medical Terminology
- Foundations of Diversity
- Anatomy
- Myers Briggs Type Indicator
- Admissions and Multiple Mini Interview Workshops
- Small and Large Animal Clinical Experience

ESP participants were excellent. Program evaluations were collected weekly for 3 weeks. Evaluations submitted suggest they had a great educational experience at MSU CVM.

We are fortunate to have Ms. Sarah Davis, who led this program in the following areas: ESP marketing, design and collection of applications, recruitment of faculty for the program, creating ESP schedule, processing of personnel, planning orientation and overseeing every aspect of the program with little supervision.
King, Chavez, Parks (KCP) Activities

- Gear Up, a one-day program, organized, and carried out by the CVM Outreach Coordinator, Ms. Laura Burroughs, was held on November 2016. Gear Up colleagues informed D&I of possible attendance of 150 seniors with the final number of participants at 53, consisting of 12th graders who previously attended Albion, Robeson/Malcolm X Academy (Detroit); Parkside (Jackson); STEM, Pattengil, Gardner, Pleasant View (Lansing or are now currently attending Cass Technical High School (Detroit), Jackson High School (Jackson), Eastern, Sexton, and Everett High Schools (Lansing). Volunteer presenters provided topics including One Health, Michigan Human Society Cruelty Investigator, Pathway to DVM, and Veterinary Technology.

- Additional activity consistent with KCP objectives, but cost assisted by CVM:
  - Partnership with Wayne State University and Detroit Public Schools to deliver a science curriculum to 5th graders during the summer in Detroit. The program involved faculty, practitioners, and DVM students providing hands-on lessons relevant to veterinary medicine at Clipper Academic. A total of 20-30, 5th graders were served.

  - Partnership with Lansing School District (LSD) during June and July to deliver hands-on science program to LSD 5th graders. Provided science instructions and demonstrations to approximately 15-16, rotating 5th graders weekly for four weeks. Total attendance for the program was 65-70 5th graders.

  - Supplemental instructions services consistent with KCP grant were provided to undergraduate pre-veterinary students who are disadvantaged. Supplemental instruction services were provided after 5:00 p.m. to pre-veterinary students who sought services. No KCP student was placed on probation, and supplemental instructors were very helpful.

  - KCP eligible students at MSU were provided an opportunity to explore CVM Veterinary Diagnostic Laboratory (VDL) Pathology Grand Rounds.

- KCP Objective 2 – Preliminary Education
  Academic Advising: Very few pre-veterinary students who are KCP eligible sought academic advising from our D&I Team. However, during Academic Orientation Program (AOP), we were able to meet with most of the KCP eligible students. Meeting KCP eligible students during AOP provided an opportunity for KCP eligible students to engage with CVM Diversity and Inclusion Team.
Community Events and Accomplishments

In preparation for the implementation of the reinvented CVM four-year professional program curriculum, D&IC and the D&I team have partnered to create intentional educational opportunities aligning with one of the CVM "diversity" values. These educational events will allow for our CVM Community to be better prepared as we weave Diversity and Inclusion throughout the four-year professional curriculum.

- D&I Committee members hosted a Day of Service to celebrate and honor Dr. Martin Luther King, Jr. The Day of Service was held at Cristo Rey Community Services with delivery of perishable goods collected at CVM provided by D&IC and Veterinary Students as One in Ethnicity and Culture (VOICE).

- D&IC and staff members created 10 cross-cultural educational events. A total of 380 students, faculty, administrators, interns, residents, veterinary technicians, and staff attended these events.

- We hosted 5 Queer Inclusive Learning and Leadership (QuILL) training sessions at CVM and VDL. A total of 158 students, faculty, Administrators, interns, residents, veterinary technicians, and staff have received training and certificates to date.

- August 2016 held a post-colloquium event hosting approximately forty undergraduate pre-veterinary students.

- Five DVM students attended Iverson Bell Symposium in Washington D.C. during the Associations of American Veterinary Medical Colleges (AAVMC) meeting in March 2016. The DVM students participated in the recruitment fair and served as panelists to the attending 500+ perspective students and parents. In addition to the DVM students, Dr. Bari Olivier provided financial support for Dr. Paulo Vilar Saavedra to attend Iverson Bell and to participate in the recruitment event.

- Dr. Mejia Abreu, Felix Rodriguez, and Dr. Chaddock presented outcomes of the Iverson Bell Midwest Regional Diversity Summit held at Michigan State University at the AAVMC Iverson Bell Symposium, March 2016.

- Acted on recommendations provided by Dr. Marco Barker (D&I Consultant) to add three new members to the D&IC to represent the following areas: Marketing and Communications, Dr. Mike Chaddock; Eric Langdon, Development; and Kay Boucher, Human Resources.
Received an anonymous donation to support D&I educational activities.

Created a Memorandum of Understanding (MOU) with Tuskegee University (TU) College of Veterinary Medicine to train an intern starting June 2017. The first intern is currently in a rotating internship. Salary to defray the cost of the Tuskegee intern is provided by TU.

ODI submitted the following grants:
- Creating Inclusive Excellence Grants (CIEG)
- King, Chavez, Parks Grant (Michigan Economic Development Corporation)
- MSU FCU Grant
- This Is How We Role (NIH/Purdue University)

Structural Dimension of Diversity Gains:

Female Faculty, Academic Staff, Administrators, Residents, Interns, Veterinary Technicians, and support staff increase from 2016 at 3.75%.
- 2017 – 373
- 2016 – 359

Minority Faculty, Academic Staff, Administrators, Residents, Interns, Veterinary Technicians, and support staff increases of 21.875%.
- 2017 – 32
- 2016 – 25

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<th>Race and Ethnicity Percentages (Current and Goals)</th>
<th>Students</th>
<th>Interns</th>
<th>Residents</th>
<th>Staff</th>
<th>Technicians</th>
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<td>20%</td>
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<td>3%</td>
<td>2%</td>
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Classification by Role
D&I Office

A few changes have occurred in personnel, the hiring Ms. Betty Casby as the Office Assistant and the resignation of Ms. Laura Burroughs as outreach coordinator. The outreach coordinator’s position will not be posted until the KCP grant has been awarded sometime in September. Renewal of the grant has been submitted to the state, with current KCP funds ending September 30, 2017.

Attachments

CVM  BALLOT_Bylaws_Revis  CVM  Diversity and
Diversity_Inclusion_val on_Diversity_Committee  Diversity_inclusion_val  Inclusion_Operational
Annual Report
Committee on Graduate Study and Research
College of Veterinary Medicine
7/1/16–6/30/17

Members

Vilma Yuzbasiyan-Gurkan
András Komáromy, Chair
Andres Contreras, Vice Chair
Roger Maes
Sue Holcombe
Patrick Venta
Daniel Langlois
Puja Basu
Marilia Takada, Secretary

Dean’s Representative
Small Animal Clinical Sciences, Dean’s appointee
Large Animal Clinical Sciences, Dean’s appointee
Pathobiology and Diagnostic Investigation Representative
Large Animal Clinical Sciences Representative
Microbiology & Molecular Genetics Representative
Small Animal Clinical Sciences Representative
Graduate Student Representative
Graduate Student Representative

The purpose of the Committee on Graduate Study and Research (CGSR) is to advise the Dean on matters pertaining to graduate education and research, review research proposals submitted for funding through the CVM Endowed Research Funds, and to evaluate nominees for the CVM faculty and student research awards.

The CVM Endowed Research Fund accepted funding proposals two times this year. For the October 2016 application deadline, 16 project grant proposals were submitted, of which eight were approved for research funding on bovine (3 awards), canine (2 awards), equine (1 award), and feline species (2 awards) – a total of $129,332 was awarded. The CGSR accepted general funding proposals again in March 2017. Thirteen proposals were submitted during this funding cycle and seven were approved for research funding on avian (1 award), bovine (2 awards), canine (2 awards), and equine species (2 awards) – a total of $96,732.30.

From nominations submitted by CVM faculty, the CGSR selected the recipients of the 2016 Zoetis Award for Veterinary Research Excellence and the 2017 CVM Veterinary Student Research Awards. The student awards were presented at 2017 Senior Awards Banquet prior to graduation. The faculty award was presented to Dr. András Komáromy at the 2016 Phi Zeta Research Day award ceremony.
Annual Report
College of Veterinary Medicine
Committee on Reappointment, Promotion and Tenure
2016 – 2017


The CVM Committee on Reappointment, Promotion and Tenure (CVM RP&T) met on September 8, 2016 with Dean Baker. Dr Petersen-Jones was selected as Chair with Dr Schott as Vice Chair and Dr Kruger Diversity Representative. Procedures for the review of candidates for evaluation was discussed.

In January 2017 the committee was informed that there was one candidate for consideration for promotion from Associate to Full Professor in the Tenure Stream. The promotion package was made available to the committee and a primary and secondary reviewer selected. The committee were also asked to review two candidates being interviewed for the position of Chair of PDI for suitability for appointment at the level of Full Professor with Tenure.

The TS members of the committee met on January 16, 2017. Dr Meek agreed to act as secretary. The primary and secondary reviewers presented their assessment of the candidate for promotion to Full Professor (TS). Following discussion an anonymous ballot was held. The candidate was unanimously recommended for promotion. The committee then reviewed and discussed the documentation provided for the candidates for Chair of PDI. Following discussion there was a unanimously supported motion to report to Dean Baker that both candidates under consideration were suitable for appointment at the rank of Full Professor with Tenure. The committee then discussed the importance of having CVM-wide criteria for promotion.

The Chair subsequently drafted reports on: 1. the candidate for promotion to Full Professor and 2. the suitability for the two PDI Chair candidates for appointment at the rank of Full Professor with Tenure. Following review by the committee the final reports were sent to Dean Baker on February 1, 2017 and January 16, 2017 respectively.

Respectfully submitted,

[Signature]

Simon Petersen-Jones, Chair. College of Veterinary Medicine Committee on Promotion and Tenure.
Report of Annual (2016/2017) Activities for the College Safety and Biocontainment Committee

The initial meeting of the Committee was held on July 14, 2016. Dr. Baker charged the committee to act in an advisory function for safety requirements for all aspects of our CVM community, and to assist in achievement of the AVMA accreditation standards for biosafety and biocontainment. During the first meeting, the Committee officers were elected; Chair - Steve Bolin (PDI), Vice-Chair - Martha Mulks (MMG), Recording Secretary - Amy Koenigshof (SCS), and Diversity Representative - Rinosh Mani (VDL). Other members of the Committee were Kelli Geisen (VMC), Marc Kinsley (LCS), Stephanie Smith-Edwards (CVM-EHS), Jamie Willard (EHS), Helene Pazak (Dean's Office), Kristi Sneed (Academic Programs), and Vilma Yuzbasiyan-Gurkan (Research). A meeting monthly schedule was established and discussions began on establishing a biosafety audit form for CVM that would be used to identify safety program deficiencies for correction and engagement of the members of the Committee in safety audit walk-throughs for the clinical areas of the Veterinary Teaching Hospital.

The next four meetings of the Committee focused on reviewing safety audit forms used by the MSU Environmental Health and Safety Unit to audit research and service laboratories for biosafety, chemical safety, and occupational health. After much discussion, those audit forms were distilled into a single form that reflected the needs and activities of the VTH. At each of those four meetings Helene Pazak and Stephanie Edwards-Smith gave updates of findings from periodic walk-throughs of the VTH they had been doing to identify areas of concern and opportunities for improvement. The Committee members also identified some needs of the VTH that might be addressed if resources could be identified. Those included:

1) Signage to help direct traffic flow, identify restricted areas, inform users of the area of required attire, and identify areas for eating or storing personal items.

2) Purchase of lockers – double wide for storage of students’ coats, backpacks, lunches etc. Installation of the lockers may require some structural modification that is unforeseen and may add to the expense of the lockers

3) Ideally, the lockers would be installed in a designated changing area to allow the donning of hospital attire and reduce risk of transport of infective materials off site.

4) Additional foot baths or sticky mats for use in the clinical areas

5) Additional laundry facilities for student coveralls/ coats etc. Similar to what DCPAH has put in place.

6) Non-fabric chairs that meet biosafety requirements – replace all non-compliant chairs in the teaching hospital – this will be costly

7) Card readers to restrict access and help with security

h) Break room/lunch room equipment – microwaves, refrigerators, sinks etc.
8) Architectural plans for infrastructure modifications

The Committee was requested by the College Advisory Council to provide an opinion on policies for wearing and laundering of medical scrub uniforms that were in place at various Colleges of Veterinary Medicine in North America. In drafting an opinion of those policies that could be applied to the VTH, the Committee considered risks for exposure of the public, patients of the teaching hospital, and animals in the community. The opinion of the Committee was submitted to the College Advisory Council for their consideration, as requested.

In March and April of 2017, members of the Committee began accompanying Stephanie Edwards-Smith on safety audits of the VTH. Overall, the members of the Committee were impressed with progress that had been made in some areas of VTH and gained an appreciation for the complexities of establishing a culture of biosafety and biocontainment in busy Teaching Hospital. Since many of the Committee members are delegates of Directors and Department Chairs, the Committee forwarded a suggestion to the Dean that appointment of delegates to the Committee are done yearly. The final meeting of the Committee for the 2016-2017 academic year was held on June 16, 2017. The annual report of the Committee was reviewed. There was discussion on objectives for the Committee during the coming academic year. That discussion will continue at the August, 2017, meeting to allow participation of any newly appointment members of the Committee.
Michigan State University College of Veterinary Medicine
Committee on Student Performance
2016-2017 Annual Report

2016-2017 Members:
Dr. Joshua Gehrke (President Chair)
Dr. Marc Kinsley (Vice Chair)
Dr. David Upchurch (Recording Secretary)
Dr. Kurt Williams (Diversity Chair)
Dr. Madi Saeeda
Dr. Jay Goodman
Dr. Julie Funk (AD Professional Academic Programs and Student Affairs)

Meetings:
The Committee on Student Performance (CSP) met 6 times throughout the 2016-2017 academic year. There were three end-of-semester meetings to meet and evaluate students on their preclinical curriculum with academic difficulties, one meeting to discuss clerkship failures, and two meetings to review and discuss academic policies and vote on committee chairs.

Academic Policy Review:
The CSP felt it was necessary to revisit the policy regarding those students that receive a numerical grade <2.0 but >0.0, in a given preclinical course, to meet with the committee. The committee unanimously agreed that those students who have the numerical grade <2.0 but >0.0 and are still in good academic standing, have an overall GPA >2.0, should not have to meet with the CSP. This new policy was discussed at the 2017 faculty meeting and a motion for this new policy to go through a faculty vote was made.

End-of-Semester Meetings:
The CSP met with students who received a preclinical grade of 0.0, two or more grades <2.0 during the semester, and/or earned a semester GPA <2.0.

• May 2017:
  o The Committee met with one student regarding a clerkship failure. The committee recommended that the student continue in the program and repeat the failed clerkship.
• May, 2017:
  - The committee met with one student from the CVM class of 2017 and five students
    from the CVM class of 2019.
  - The recommendations were:
    - Extended academic curriculum for two students that failed one or more
      courses.
    - The remaining 4 students were recommended to continue with their
      classmates (all had grades > 0 but less than 2.0 in 2 classes) on probationary
      status
• December 20, 2016:
  - The committee met with three students from the CVM class of 2019 and two
    students from the CVM class of 2018.
  - The recommendations were:
    - All students from the CVM class of 2019 were recommended to move forward
      with a probationary period.
    - Dismissal was recommended for one student as a result of a third probationary
      semester.
• May 10, 2016:
  - The committee met with Drs. Bari Olivier (Cardiology), Kurt Williams (Pathobiology
    and Diagnostic Investigation), Loic Dejardin (Orthopedic Surgery), Karen Perry
    (Orthopedic Surgery), and Sun Young Kim (Orthopedic Surgery).
  - The committee met with one student from the CVM class of 2017, ten students from
    the CVM class of 2018, and one student from the CVM class of 2019.
    The committee recommended placing 7 students on academic probation and
    allowed them to continue with their class. Three students were recommended to
    remediate failing grades over summer semester (at the course moderator’s
    discretion). The committee also voted to have the 1 student from the CVM class
    of 2017 placed on probation with the intent that the student must repeat the
    clerkship (Orthopedic Surgery) which was failed.

Committee Meetings on Procedures and Policies:
• June 2017:
  - See statement above about policy revision under “Academic Policy Review”.
  - Committee voted on new chairs:
    ▪ President Chair: Marc Kinsley (Clinical Dean’s Appointee)
    ▪ Vice Chair: Jay Goodman (Dean’s Appointee/Shared Department
      Representative PHM)
    ▪ Recording Secretary: David Upchurch (Elected SCS)
    ▪ Diversity Chair: Adam Lauver (Shared Department Representative PHM)
    ▪ Ann Rashmir (Elected LCS)
    ▪ Roger Maes (Elected PDI)
    ▪ Julie Funk (Associate Dean/Dean’s Representative)

Other Activities of Committee Members:
At the beginning of each semester, individual committee members also met one-on-one with
students who received a grade <2.0 but >0.0 in any class within the previous semester. The goal of these meetings was to identify and arbitrate academic difficulties. Eleven students were referred to such a meeting in fall 2017 (for academic difficulties in SS17) and another eleven in spring of 2016 (for FS16). Records of some of these meetings are filed with the APSS office.

- Spring 2016: 15 students
- Fall 2016: 16 students
- Spring 2017: 13 students

Dr. Joshua Gehrke (President Chair – Committee on Student Performance)
Academic Year 2016-2017
Annual Report
College of Veterinary Medicine
ad hoc CVM Faculty and Staff Awards and Recognition Committee
2016-2017


In an effort to increase the local and national recognition of the world-class faculty and staff of the CVM, Deans Baker and Chaddock created the CVM ad hoc Faculty and Staff Awards and Recognition Committee. The mission of this committee was to identify Michigan State University awards as well as local and national professional awards that CVM faculty and staff would be eligible for and to encourage CVM department and unit heads to identify appropriate individuals for nomination.

The CVM ad hoc Faculty and Staff Awards and Recognition Committee met in the fall of 2016 to assemble a listing of University and local/national professional awards. The listing contained the name of the award and the awarding body (including a link to the website), as well as a brief description of the requirements for the award.

Over the next weeks committee members submitted information on numerous awards and a formal list was created. It was decided that this should be a ‘living document’ which could be expanded as additional award opportunities were identified. All faculty and staff have been encouraged to contact members of the committee with any new award opportunities that they may come across.

The awards list was submitted to Drs. Chaddock and Baker who then forwarded it to CVM Department/Unit heads who were asked identity appropriate individuals for nomination in the 2017-2018 academic year.

Respectfully submitted,

[Signature]

Steven P. Arnoczky, Chair
CVM ad hoc Faculty and Staff Awards and Recognition Committee.
Michigan State University

College of Veterinary Medicine
Scholarships & Loans Annual Report 2016-17

Scholarship Administration Team
Dr. Hilda Mejia Abreu, Assistant Dean of Admissions and Scholarships
Ms. Diane Young, Administrative Assistant (5 hours per week)

Distribution of Awards per 2016-17:

<table>
<thead>
<tr>
<th>Class</th>
<th># of recipients</th>
<th>% of Class</th>
<th>Amount Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>VM 2017</td>
<td>80</td>
<td>69%</td>
<td>$380,046.30</td>
</tr>
<tr>
<td>VM 2018</td>
<td>86</td>
<td>76%</td>
<td>$337,283.00</td>
</tr>
<tr>
<td>VM 2019</td>
<td>89</td>
<td>79%</td>
<td>$281,936.00</td>
</tr>
<tr>
<td>VM 2020</td>
<td>94</td>
<td>88%</td>
<td>$321,972.00</td>
</tr>
<tr>
<td>Total</td>
<td>349 recipients</td>
<td>~78%</td>
<td>$1,321,237.30</td>
</tr>
</tbody>
</table>

Scholarships not included in the Portal or External
- Westminster Scholarship: $15,000
- AABP Foundation & Zoetis $5,000
- AAAP Kenneth Eskelund Poultry Medicine Scholarship $1,300
- AAAP Elanco Memorial Scholarship $3,000
- AAAP Foundation Poultry Scholarship $1,000
- Amstutz Scholarship $7,500
- AVMA/Winn Feline Foundation Scholarship $2,500
- Mildred Sylvester Scholarship $1,000
- Association for Women Veterinarians Foundation $2,500
- Dr. Elinor McGrath Scholarship $500
- Merck Foundation Scholarship: $5,000
- Western Veterinary Conference Scholarship $1,000
- Michigan Dairy Memorial Scholarship Foundation $1,000
- New Jersey Veterinary Foundation Scholarship $1,000
- Vermont Veterinary Medical Association Scholarship $1,000
- American Kennel Club $1,000
- Healthy Pays Pet Insurance Scholarship $1,000
- Pembroke Welsh Corgi Club of America’s Scholarship $2,000
- AVMA and AVMF Scholarship for Military Veterans $1,000
- Maddie’s Shelter Medicine Scholarship – All tuition fees will be covered by this scholarship for the courses offered.
Renewable Scholarships awarded to the entry class

1. Cunkelman - $22,000 divided between 4 students in the Class of 2021
2. Hutton - $35,000 divided between 7 students in the Class of 2021
3. Vulcan - $20,000 divided between 4 students in the Class of 2021

Non-Renewable Scholarship awarded to the entry class

3. Bailey - $70,000 divided between 12 students in the Class of 2021

MSU Foundation Loans

Vine Loan

Dr. Ernest L. Vine established a trust called the Wayne A. and Sidney M. Vine Memorial Veterinary Student Loan Fund. These Funds, which are available through the MSU Foundation, are designed to assist needy DVM graduates in their transition from completing their professional education to clinical practice. The Vine Memorial Veterinary Student Loan Fund is thus available to graduating seniors.

The interest rate on this loan is 7.6% per annum. The repayment period begins no later than six (6) months following graduation, and repayment must be completed thirty-six (36) months following graduation. The minimum monthly payment is fifty (50) dollars.

Total awarded: $11,500

Young Loan

The Robert L. Young Loan has been established to perpetuate Thomas and Lucille Young's interest in assisting worth medical students in the Colleges of Human, Osteopathic, and Veterinary Medicine to realize their full academic potential. The loan amount will be determined by the fund's board of advisors. The loan features a zero percent interest rate until payment begins three years after graduation, at which time the interest will only be three percent. The loan is available to CVM students

Total awarded: $56,827

Tuition Paid and Scholarships Awarded from 2014-15 through 2016-17

Please refer to attached spreadsheet that provides tuition collected and scholarships awarded 2014 through 2017.
<table>
<thead>
<tr>
<th>Year</th>
<th>Class</th>
<th>Total Students</th>
<th>In-State</th>
<th>Out-of-State</th>
<th>International</th>
<th>Non-in-State per Stud</th>
<th>Total in-State Tuition</th>
<th>Out-of-State per Stud</th>
<th>Total Out-of-State Tuition</th>
<th>Total tuition</th>
<th>scholarships awarded</th>
<th>scholarship % to tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017-18</td>
<td>VM 2</td>
<td>112</td>
<td>83</td>
<td>27</td>
<td>2</td>
<td>$26,852.00</td>
<td>$2,123,400.00</td>
<td>$48,864.00</td>
<td>$1,402,556.00</td>
<td>$34,732,796.00</td>
<td>$3,457,763.00</td>
<td>$186,129.00</td>
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<tr>
<td>2018-19</td>
<td>VM 2</td>
<td>110</td>
<td>80</td>
<td>29</td>
<td>1</td>
<td>$28,134.00</td>
<td>$2,250,720.00</td>
<td>$54,314.00</td>
<td>$1,625,450.00</td>
<td>$34,732,796.00</td>
<td>$3,680,140.00</td>
<td>$152,477.00</td>
</tr>
<tr>
<td>2018-19</td>
<td>All of DMV</td>
<td>448</td>
<td>329</td>
<td>119</td>
<td>3</td>
<td>5,904,510.00</td>
<td>6,346,290.00</td>
<td>15,952,866.00</td>
<td>725,554.00</td>
<td>4.99%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2016-17</td>
<td>VM 2</td>
<td>112</td>
<td>82</td>
<td>29</td>
<td>1</td>
<td>$22,330.00</td>
<td>$2,196,040.00</td>
<td>$55,362.00</td>
<td>$1,600,980.00</td>
<td>$34,732,796.00</td>
<td>$3,523,500.00</td>
<td>$171,440.00</td>
</tr>
<tr>
<td>2016-17</td>
<td>VM 1</td>
<td>110</td>
<td>80</td>
<td>29</td>
<td>1</td>
<td>$25,120.00</td>
<td>$2,229,720.00</td>
<td>$55,362.00</td>
<td>$1,600,980.00</td>
<td>$34,732,796.00</td>
<td>$3,679,938.00</td>
<td>$143,600.00</td>
</tr>
<tr>
<td>2016-17</td>
<td>All of DMV</td>
<td>445</td>
<td>329</td>
<td>116</td>
<td>3</td>
<td>5,913,592.00</td>
<td>6,652,595.00</td>
<td>16,776,098.00</td>
<td>764,451.00</td>
<td>4.61%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*International tuition = Out of State tuition*