

Executive Committee Meeting Reports

February 3, 2026

Senior Associate Dean's Report – Dr. Caughman Taylor

No report - any interim or more final items will be presented verbally.

Operational Finance and Administration Report – Derek Payne

USC School of Medicine Educational Trust: Interim financial statement preparation is underway. Trust W2s were distributed last month. If you did not receive yours, please let Derek or Tammy know.

School of Medicine Finance and Administration:

- *EPMS:* Universal EPMS reviews are due to SOM HR no later than February 13th.
- *Finance:* Budget freeze is February 27th, so we will be reviewing departmental budgets for maintenance this month. The new PCard Purchasing Shared Service model is live. Step by step instructions are available:
<https://sc.edu/about/officesanddivisions/controller/documents/pcardsharedservicejobaid.pdf>
- *International Travel Reminder:* International travel requires advance approval by the Office of the Dean and grant or other external funding.

Facilities Update: Parking continues to be a challenge on the VA campus. The VA anticipates completion of the work on Lot 19 by March 6th.

Current larger project status updates are as follows:

1. Medical Park 15 – Medical Park 15 remains closed for renovations.
 2. Security Reminder – A webpage is live to list training opportunities, call lists, and other information: [Security - My School of Medicine Columbia | University of South Carolina](#)
 3. Reminder – Updated Emergency Plan for USCSOM-C may be found at: [Emergency Management - My School of Medicine Columbia | University of South Carolina](#)
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Faculty Affairs Report – Dr. J.T. Thornhill

No report – any interim or more final items will be presented verbally.

Undergraduate Medical Education & Academic Affairs Report **Dr. Predrag “PK” Krajacic**

No report – any interim or more final items will be presented verbally.

Student Affairs Report – Dr. Eric Williams

No report – any interim or more final items will be presented verbally.

Graduate Medical Education Report – Dr. Chuck Carter

Announcements:

Prisma Health/USCSOM Columbia Residency Directors supported an information session for School of Medicine students regarding research and scholarship expectations for eventual residency applications. The session was held on January 30th at the clinical campus.

Accreditation:

Prisma Health received notice of Continued Accreditation from the ACGME Institutional Review Committee effective 1/12/2026.

Strategic Initiatives & Accreditation - Dr. Bobby Miller

1. Strategic Planning
 2. Committees – covered in agenda item 4B
 3. Briefing Book – covered in agenda item 4H
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Continuous Professional Development & Strategic Affairs

Dr. Matt Orr

Upcoming CME Opportunities:

- **16th Annual South Carolina Pediatric Trauma & Injury Prevention Symposium** - February 6, 2026 - Hyatt House, 560 Kings Street, Charleston, SC
 - **South Carolina Hospice & Palliative Care Conference** – March 27, 2026 – Columbia Museum of Art, 1515 Main Street, Columbia, SC – add'l details: <https://cmetracker.net/USCSOMPHR/Catalog>
 - **129th Annual Palmetto Medical Dental Pharmaceutical Association** – April 24-26, 2026 – Crowne Plaza Hotel, 4831 Tanger Outlet Blvd, North Charleston, SC (**PMDPA Members Only**)
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Research Report - Dr. Leo Bonilha

No report – any interim or more final items will be presently verbally.

Graduate Education Report - Dr. Paul Toriello

1. General:
 - a. Closely monitoring the student loan situation
 - b. Bringing instructional materials into digital compliance
2. Program-specific:
 - a. Counseling and Rehabilitation: The Virtual Reality lab is open to all in the SOMC community. Schedule via: <https://calendly.com/counselingvrlab/60min?month=2026-01>
 - b. Genetic Counseling: Two new scholarship offerings: Learning and Advocacy Award, \$5000
 - c. Nurse Anesthesia: We launched our first-ever SRNA Scrub Cap Campaign for the Classes of 2027 and 2028, and it was funded 112% by alumni in 5 days, so we increased the goal to

- include Class of 2026, and hit that goal on the day we announced that new initiative. All together, 52 alumni donors raised \$2925 to provide branded scrub caps for all 117 students.
- d. Physician Assistant: Student selected to present at AAPA 2026
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Faculty Senate Report – Dr. Cameron McCarthy

Jan 14th, 2026 Meeting

1. Report from the Provost

Professional Track Guidelines

- Departments develop guidelines and submit for faculty vote.
- Following departmental approval, guidelines are reviewed by the Chair and Dean for alignment with the Faculty Manual before submission to the Provost.
- Significant gaps exist for centers, institutes, and colleges without departmental oversight, which currently lack formal guidelines.

Purchasing Cards (P-Cards) – Audit Findings

- Audit identified widespread deficiencies, including:
 - Lack of adequate purchase justifications.
 - Use of non-state contract vendors and items.
 - Insufficient monitoring by departmental liaisons (e.g., missed split charges).
 - Inconsistent monthly reviews and lack of enforcement (few suspensions).
 - Excessive “sole source” purchasing.
- As a result, P-card limits were imposed, with the primary issue identified as lack of justification documentation.
 - Shared Services purchasing model has been initiated.
 - Proposal under consideration to designate “mega purchasers” within the next year to centralize and improve purchasing compliance.

2. Guest Speaker: Kathy Forde (Professor, UMass Amherst) – *Reclaiming the Narrative*

- Affiliated with *Stand Together for Higher Education*.
- Focused on empowering faculty to:
 - Take ownership of their professional narratives.
 - Challenge limiting stereotypes and external perceptions.
 - Communicate authentic academic experiences.
- Emphasized relevance for faculty morale, institutional culture, and public trust, particularly in South Carolina and nationally.

3. Reports from Faculty Standing Committees

- Curriculum & Courses Committee: Approved nine new courses.

4. Report from the Faculty Senate Chair

- Digital Accessibility Compliance: April 26 University deadline
- Faculty Senate Elections: New senator elections to be held in the spring.
- Faculty Senate Chair-Elect Nominations
 - Nominations due by February.
 - Eligibility: Tenured faculty only; no current administrative appointments

Staff Senate Report – Emily Miles

Staff Senate Updates:

- Guest speakers included Emily Cato and Ayanna Thomas from USC Employee Well-Being
 - Employee Well-Being offers many support options, such as: wellness screenings, wellness coaching, workshops, walking/running groups, and more
 - Guest speaker Dr. Theresa Harrison, USC Executive Director of Community Engagement, provided an overview of community engagement and talking about the 1801 Community Engaged Fellows Society
 - Reminder, Staff Appreciation Day is May 14, 2026
 - Next meeting is Tuesday, Feb. 10, at 3 p.m.
 - Visit the Staff Senate website for more information: sc.edu/staffsenate
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Interim Dean’s Report – Dr. Gerry Harmon

1. Action – Admissions Plans and Update - Dean/Others
2. Action – USCSOMC Workgroup on Committees Update - Miller/Perkins
3. Action – Brain Health Center Update – Bonilha/Dean/Others
4. Action – Health Sciences Campus Update – Dean/Perkins
5. Discussion – Changes in the Office Division of Access, Civil Rights, and Community Engagement – Kat Jaffe, JD, AVP
6. Discussion – Phone Upgrade Update – Cone
7. Discussion - Purchasing Cards Update – Payne
8. Discussion - LCME Update – Bobby Miller
9. Reflection – Brain Health – SC Ways & Means Update – Dean/Bonilha
10. Search - PMI Chair Update
11. Search – USCSOMC Dean Update
12. Reminder – Next Executive Committee Meeting – March 3rd
13. Reminder – Staff Evaluations Extended - Due to HR by March 1st
14. Reminder – Faculty Evaluations due back to Dean’s Office (Aubrey) by May 29th
15. Reminder – Brain Health Center Ribbon Cutting – March 2026
16. Reminder - Match Day for Medical Students Boyd Plaza – March 20th
17. Reminder – Hooding – May 7th (11am/3pm)
18. Reminder – Staff Appreciation Day – May 14th
19. Reminder – Commencement – May 8th (noon)
20. Reminder – USC Conflict of Interest Forms
21. Other General Updates