University of North Dakota
School of Medicine and Health Sciences

Chair,
Family and Community Medicine

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This Position Specification is intended to provide information about the University of North Dakota School of Medicine and Health Sciences and the position of Chair, Family and Community Medicine. It is designed to assist qualified individuals in assessing their interest in this position.
The Opportunity

The University of North Dakota School of Medicine and Health Sciences (UND SMHS) seeks a visionary leader and accomplished academic physician as Chair of the Department of Family and Community Medicine. With faculty and residents located at the UND SMHS campuses in Bismarck, Fargo, Grand Forks, and Minot, the Chair will work collaboratively with institutional leadership and faculty to lead an academic family and community medicine department that will continue to support the critical UND SMHS goal of being viewed as a national leader in rural clinical care, education and research. This is an outstanding opportunity for a physician who wants to remain clinically active while significantly shaping the future of clinical care, research and teaching in family and community medicine and work with community leaders to meet the region’s health care needs.

The Department is particularly proud of its highly rated clerkship, the Rural Opportunities in Medical Education which is a longitudinal clerkship, and the clinical faculty across the state who make these student learning experiences so successful. As a result, in May 2015, for the fifth consecutive year, UND SMHS received the American Academy of Family Physicians Top-10 Award for the highest percent of graduates matching in family medicine residencies.

The Department also directs the operations of the North Dakota Tobacco Quitline. Established in 2004 as a joint project of the North Dakota Department of Health, the Mayo Clinic and the Department, this program offers telephonic, online, and mobile quit services with a 30% quit rate.

The SMHS is realizing substantial growth, which includes increasing medical school class size by 16 slots, recruiting 39 additional clinical faculty, and adding 17 residency positions for a total of 113 resident positions statewide. There are also plans to recruit an additional 124 nonclinical faculty and 78 staff members to provide administrative support. In May 2016, the School is due to complete construction of the new UND School of Medicine and Health Sciences building, for which it received funding of $124 million. (You can view a virtual tour of the new building at: http://www.med.und.edu/construction/index.cfm) The new building is a state-of-the-art facility that will incorporate educational, research, and administrative functions of the SMHS’s Grand Forks campus, some of which are currently housed in separate locations on the UND campus. The new UND School of Medicine and Health Sciences building is a critical component in the SMHS’s Health Care Workforce Initiative, a four-pronged plan to help address North Dakota’s health-care workforce needs now and in the future by reducing disease burden, retaining more of the School’s graduates for practice in North Dakota, training more practitioners, and improving the efficiency of the state’s health-care delivery system.
Reporting to the UND SMHS Associate Dean for Medicine, the Chair of Family and Community Medicine will provide oversight of the Department’s education, research, clinical care, training and service programs. The Chair will oversee family and community medicine education and clinical activity throughout North Dakota. This Chair will support and help develop faculty in enhancing curricular and training programs to innovatively meet the need for education and training of current and future health care professionals.

The successful candidate will be an outstanding, nationally recognized leader with experience in academic medicine and administration, possess strong interpersonal and leadership skills, and be strongly supportive of medical education, family and rural medicine. We seek an innovative and creative thinker who is able to recruit faculty, establish and enhance clinical programs and who will inspire students, residents, faculty, and hospital and community leaders.

The Department of Family and Community Medicine

UNDSMHS has ranked #1 in the percentage of graduating medical students choosing family medicine as a specialty and has a strong commitment to training physicians who will fill the healthcare needs in the Midwest. The Department of Family and Community Medicine currently includes 18 full-time faculty located on three of UND SMHS regional campuses (six in Bismarck, five in Minot and seven in Grand Forks). There are 33 residents (15 in Bismarck; 18 in Minot). The Department also includes four counselors for the North Dakota Tobacco Quitline and 254 clinical faculty on all four campuses and in smaller communities throughout the state. Annual funding for the Department is approximately $18 million which includes $11 million in clinical revenue and $6 million in state funding, with the remainder from grants and contracts. The Department staffs and operates Centers of Family Medicine in Minot and Bismarck and the UND Minot-Williston Rural Track Program.

- **Center for Family Medicine, Bismarck:** The UND School of Medicine and Health Sciences Center for Family Medicine in Bismarck, N.D., has a solid history of attracting top-notch medical school graduates who complete their residency education as well-trained, caring family doctors.

More than 100 specialists participate in the program and it is well respected by both sponsoring hospitals in the community: **Sanford Medical Center** in Bismarck consists of a 223-bed hospital, four multi-specialty clinics, a college of nursing, seven primary care clinics, three kidney dialysis centers, three occupational health clinics, four walk-in clinics, three long-term care facilities and a comprehensive group of health services in western and central North Dakota. Key accreditations and quality awards include: Joint Commission, American College of Surgeons Level II Emergency and Trauma Center, and Magnet Recognition Program®; and **St. Alexius Medical Center**, a 306-bed, full-service, acute care medical center offering a full line of inpatient and outpatient medical services, including primary and specialty physician clinics; home health and hospice services; durable medical equipment services and a fitness and human performance center.
• **Bismarck/Hettinger Rural Track Program**
  The Hettinger Rural Training Track is fully accredited by the Accreditation Council for Graduate Medical Education (ACGME) and accepted its first resident in 2014. The core program is located in Bismarck. **Sanford Medical Center, St. Alexius Medical Center** and **West River Health Regional Medical Center** in Hettinger are the sponsoring hospitals. West River Health Regional Medical Center is a 29-bed Critical Access hospital and West River Health Services is a nationally recognized rural health care organization. It is a 15 physician, multi-specialty group practice with 13 mid-levels and 9 visiting specialists.

• **Center for Family Medicine, Minot:** The UND Center for Family Medicine residency program in Minot opened its doors in 1975, graduating its first residents in 1977. It has trained many fine family physicians who have gone on to careers in primary care, geriatrics, sports medicine, hospitalist medicine, and academic medicine.

  Core faculty includes five family physicians and one clinical psychologist. In addition, more than 100 community faculty participate in the teaching program. The clinic was built in 2005 and includes an onsite lab, radiology and pharmacy. The sponsoring institution is **Trinity Health**, a 451-bed hospital with a 230-bed nursing home. A level II Trauma Center, Trinity Hospital is the referral center for many regional and critical access hospitals. With a catchment area of 16 counties (about 20,000 square miles), Trinity is able to support many specialist physicians and provide many more services than might be anticipated from a community this size. Trinity's 200+ physicians provide a wide variety of comprehensive services. In addition, Trinity has recently joined the Mayo Clinic Care Network. This provides opportunities for collaboration with the specialists and resources at the Mayo Clinic in Rochester, Minnesota.

• **Minot-Williston Rural Track Program:** the University of North Dakota (Minot) Program Rural Track Williston, Program was approved by the Accreditation Council for Graduate Medical Education (ACGME) in July 2014. The program emphasizes rural family medicine training in the setting where it is practiced. Residents enjoy a well-rounded first year in Minot, N.D., a small city of 47,000 and the subsequent two years in Williston, N.D., a smaller city of about 30,000. Both sites provide mostly 1:1 training situations with supervision and teaching by dedicated rural physician educators in the setting of a community hospital. Though the program is accredited for one resident per year, temporary approval has been obtained for two residents per year. Planning continues for a 2-2-2 program. The program is registered with the NRMP and ERAS and is accepting applications for PGY1 positions. **Trinity Hospital** in Minot and **Mercy Medical Center**, a fully accredited Joint Commission, 25-bed Critical Access regional medical facility in Williston are the primary clinical partners.
Summary of the Position

Position Summary

The Chair will provide strategic leadership and direction for all aspects of the Department of Family and Community Medicine ("Department") and is responsible for its personnel, administrative, educational, and research/scholarly operations. The Chair will oversee family medicine education and the residency training programs of the department. The Chair will establish/nurture curricular and training programs to innovatively meet the need for the education and training of current and future health care professionals and lead the Department to a position of academic and professional eminence while furthering the goals and missions of the University of North Dakota ("University") School of Medicine and Health Sciences ("SMHS"). The Chair is expected to promote teamwork both within the Department, as well as with other SMHS departments in all aspects of academic and clinical functions. This includes fostering interprofessional teams, interdepartmental collaboration, and integration of basic, clinical, and translational research.

The Chair reports to the Associate Dean for Medicine and serves as a leader for the SMHS, representing the school at various functions with the University and the external community, and serving in a leadership role in SMHS committees and activities. The Chair works closely with the other Department chairs, the SMHS leadership team, and the faculty governance structure to provide an outstanding education to students and resident trainees. The Chair is expected to serve as a role model for the faculty, in addition to his or her administrative responsibilities.

Principal Duties and Responsibilities

The Chair, Department of Family and Community Medicine will have a number of responsibilities, which include but are not limited to the following:

Duties and Responsibilities

- Academic programs and curriculum
  - Works to maintain the high percentage of SMHS medical students matching into family medicine residencies each year.
  - Develops cohesive and mutually beneficial relationships with family physicians throughout the state for the benefit of SMHS student and resident trainees.
  - Facilitates and develops new educational models that further support community-based training of medical students and residents throughout North Dakota.
  - Monitors and assures equivalence of training experiences and training outcomes across campuses.
  - Ensures the quality of education for medical students, residents and fellows across SMHS and affiliated clinical sites.
  - Provides leadership and direction for the Department’s formal academic program and curricular design for medical student and residency education.
  - Assures compliance with curricular policy and accreditation standards for the education programs of the department.
- Serves as a source of information regarding national trends in medical education relevant to family medicine, initiates projects designed to improve the educational program and disseminates information to faculty, medical school administration, and other stakeholders.
- Provides leadership and direction for the Department’s graduate medical education programs.
- Evaluates each faculty member in the Department annually regarding their teaching effectiveness and contribution toward the educational programs of the Department as well as on their professional-development activities and scholarship.
- Provides leadership for defining an appropriate and productive research and scholarship agenda for the Department.
- Ensures that students interested in pursuing further training in family medicine receive appropriate advice, counsel, and support.

- **Faculty and staff support**
  - Promotes professional development of existing academic and clinical faculty members.
  - Leads efforts to recruit and retain highly qualified faculty and staff.
  - Assigns responsibilities and resources within the Department to support the growth and welfare of faculty and staff individually and collectively.
  - Mentors faculty and staff in the Department either directly or through a structured system that provides appropriate support for professional growth.
  - Assures that tenure-track faculty members in the Department receive guidance and support in a productive manner that optimizes their individual potential for success.
  - Assures that every employee of the Department is evaluated annually in a fair, objective, accurate and constructive manner according to applicable policies and practices.
  - Develops appropriate ways to recognize accomplishments of faculty, staff and learners in the Department.

- **Clinical activities**
  - Provides oversight and leadership for continual improvement of the Department’s family medicine clinics, to include appropriate clinical indicators; patient experience; and trainee experience.
  - Represents the SMHS to external constituencies especially regarding clinical programs as appropriate.
  - Clinical practice opportunities will depend on the candidate’s interests and the needs of our clinical partners.

- **Scholarly activities**
  - Supervises scholarly work by faculty and staff of the Department to assure high quality professional conduct, adherence to internal and external regulatory requirements, and production of high quality publications that advance scientific knowledge.
  - Monitors the flow of intramural and extramural funds expended for research in the Department, including indirect cost recovery funds.

- **Administrative activities**
  - Represents the Department at meetings of the Faculty Advisory Committee, department chairs, and other meetings as appropriate.
– Leads budget planning for the department for all sources of funding applicable to the Department, and works to ensure that staffing and funding are appropriate for mission requirement.
– Oversees Departmental budgeting and resource management, meets Departmental financial goals, and enacts policies and processes that promote fiscal accountability and responsibility.
– Leads Departmental planning initiatives.
– Ensures Department compliance with University and SMHS administrative policies and procedures and oversees the management of Department operations.
– Shares responsibility with all other department chairs to maintain the stability and security of the SMHS and its programs.
– Attends meetings and represents the SMHS at internal and external meetings at the request of the Associate Dean for Medicine.
– Fulfills or responds to requested assignments by the Associate Dean for Medicine essential for the School.
– Assures implementation of University and SMHS policies pertaining to faculty governance and evaluation, and actively enhances diversity.
– Serves as spokesperson and advocate for the Department, both within and outside of the University.

Qualifications and Personal Characteristics

The background and personality traits of the ideal candidate for the Chair of the Department of Family and Community Medicine position, not necessarily listed in order of priority, are the following:

**Education**

- A doctor of medicine or osteopathic medicine degree from an accredited medical school.
- Certified by the American Board of Family Medicine.
- Candidate must be qualified for appointment at the academic rank of professor. Qualified candidates currently at the rank of associate professor are encouraged to apply.

**Experience**

The ideal candidate will have:

- Administrative leadership experience of at least five years as a section or division chief, residency director, vice chair, or similar role, with demonstrated fiscal and managerial responsibility.
- A commitment to excellence in education including competency-based education and learning through simulation.
- Evidence of strong family medicine network connections and demonstrated leadership in appropriate professional societies and physician organizations.
• Broad and intimate understanding of emerging health care issues, health system models, regional and national trends, and regulatory and legislative challenges.

• Strong negotiation skills and a collaborative approach and mindset.

• A demonstrated track record and strong commitment to diversity and inclusion.

• An appropriate balance of mission and business acumen. Understands patient care delivery operations and the financial aspects of clinical practice, especially in medically underserved areas.

• A strategic mindset and inspirational leadership that engages others.

• An openness to new ideas and approaches and comfort with constructive criticism and advice. She/he will be innovative and foster creativity in themselves and others.

• An established track record of scholarship.

• A high degree of emotional intelligence and ability to effectively deal with difficult and strong personalities. She/he will demonstrate an ability to make tough decisions when necessary.

• Experience in faculty recruitment and in working with and motivating clinical faculty toward excellence in teaching.

• Expertise in the operations of a family medicine residency training program.

• An understanding of the environment and advancements in healthcare technology, including management information systems supporting patient care and management objectives.

**Personal Characteristics**

The ideal candidate will possess the following traits:

• A demonstrated passion for excellence in patient care, education, research, and service to the community.

• A strong communicator and diplomat who is able to inspire and effectively able to communicate with wide and diverse audiences and at all levels of the organization and externally.

• A strong track record of integrity, credibility and a demonstrated capacity to build trusting relationships, and a management style that seeks to share information and welcomes input into the decision-making process.

• A confident style with a commitment to his/her ideas and ideals, but someone who also listens with true self-awareness and empathy. She/he will be genuine and relate comfortably and effectively with people at all levels.

• Demonstrated political acumen and the necessary skills to orchestrate, optimize and constructively balance the interests of diverse stakeholders.
• A collaborator, mentor and developer of people who motivates others to be team players. She/he will ensure accountability, as well as being supportive and open with faculty and staff.

Goals and Objectives—Measures of Success

The Chair, Family and Community Medicine is expected to accomplish several key objectives within the first twelve to eighteen months. The following goals represent some of these challenges (not listed in order of priority):

• Building upon the Department’s strengths, engage the faculty in articulating a vision and developing a plan that will ensure the Department will continue to be viewed nationally as a leader in clinical care, education and research. This will include:

  o Evaluating the Department’s current organization and management, making appropriate changes that will support the continual growth of a strong and progressive family and community medicine department.

  o Developing a strategic assessment and implementation plan for family medicine that further builds capabilities in clinical care delivery and research and positions the Department to effectively respond to changes in the health care delivery system.

  o Developing a collaborative relationship with the departments of population health and geriatrics to advance population care and research.

  o Developing a cohesive team among the Department’s physicians, including clinical faculty; enhancing morale by making each faculty member feel an important part of the Department by seeking their input and by developing an atmosphere of trust.

  o Developing a work structure that allows faculty time for research and teaching while meeting clinical demands.

  o Recruiting, advancing, and retaining faculty with strong records in clinical care, education and/or research, with a focus on building a diverse faculty. Nurture the ongoing professional development of the faculty.

• Develop a plan to increase the amount of clinical, translational and sponsored research funding, particularly NIH funding, and to increase the level of research productivity. This will include:

  o Encouraging a culture of research amongst the Department’s faculty.

  o Promoting interdisciplinary research and working collaboratively with clinicians and basic and social scientists within UND SMHS, with other departments, schools and colleges at UND, with other existing centers/institutes, and other universities to build upon the strengths of programmatic areas and identify additional opportunities with the goal of increasing the competitiveness of UND SMHS to receive extramural funding.
• Engage and develop opportunities for greater collaboration with the Master of Public Health Program and the Department of Population Health.

• Champion efforts to promote physical, social and spiritual wellness amongst medical students.

• Strengthen efforts to maintain strong programs in undergraduate and graduate medical education, ensuring that the partnerships with affiliated teaching sites are strong, and satisfaction is high.

• Maintain and enhance the strong, essential relationships formed with community and state physicians and identify ways to further these relationships in order to increase referrals and ensure educational opportunities for students and residents.

• Bring national prominence to the department by active participation in national organizations.

The School of Medicine and Health Sciences

As North Dakota's only medical school, operating in multiple communities and clinical campuses, the SMHS is uniquely positioned to make an important difference in the health of the population of the state and the region and to contribute to the historic dialogue about the direction of health-care reform nationally. The SMHS is one of 26 community-based medical schools in the United States, meaning that it does not own or operate its own hospital. The SMHS operates four regional campuses (in Fargo, Bismarck, and Minot, in addition to the home base of Grand Forks) and in addition operates a variety of rural experiences for its students. The SMHS is also a key resource—regionally and nationally—for educating and training health providers to meet the needs of the state, as well as for research in health promotion, disease prevention, and interdisciplinary models of patient care in urban and especially rural settings. The SMHS seeks to advance its leadership in basic science and clinical and translational research; to support medical and health sciences education; to enhance health-care training and clinical service that are community-based and dispersed geographically; and, to support the promotion of health professions and medical careers in primary care and rural medicine in North Dakota and beyond. UND and the SMHS enjoy strong support from the Legislature, which increased base funding to the School of about 87 percent over the past three funding cycles. As a state, North Dakota boasts excellent economic health, the development and maintenance of a healthy reserve fund which exceeds $1 billion, very low unemployment, and a growing population.
The North Dakota School of Medicine and Health Sciences: An Overview

The University of North Dakota SMHS offers academic excellence and diversity in a full range of educational programs. The medical school is one of the nation’s most respected community-based medical schools. More than 1,000 clinical faculty in over 30 communities throughout the state contribute to the education and training of medical and other health professions students. The University of North Dakota SMHS currently has 157 full-time faculty members and is fully accredited by the Liaison Committee on Medical Education. Its annual operating budget exceeds $100 million and is supported by state appropriations as a separate line item appropriation within the Legislature.

Recognized nationally for its curricular innovation and patient-centered learning, the School has developed a deserved reputation for leadership in interprofessional health-care education and promotion of a strong understanding of the health-care professional team. Most of the programs place students in communities across the state, enhancing understanding of rural and urban community needs. The Rural Opportunities in Medical Education (ROME) program has been a powerful influence on medical students' decision-making about careers in the primary-care specialties.

The SMHS is a leader in rural medicine and is the home of the Center for Rural Health, which is recognized nationally for research on the health-care needs and models of health-care delivery in rural communities. It is also home to the Rural Assistance Center, a national resource and clearinghouse for information about rural health issues. The School is committed to improving health in rural communities through community medicine and prevention programs, and undertakes extensive study of the health-care needs of people in rural communities.

Purpose

As defined by the North Dakota Legislature, “The primary purpose of the University of North Dakota School of Medicine and Health Sciences is to educate physicians and other health professionals for subsequent service in North Dakota and to enhance the quality of life of its people. Other purposes include the discovery of knowledge that benefits the people of this state and enhances the quality of their lives.”

Academic Programs

Medicine: All medical students spend their first two years in Grand Forks in small patient-centered
and team-based learning groups, where basic and clinical sciences are taught in the context of patient-focused learning. Medical students then spend two years of clinical training in Minot, Bismarck, Grand Forks, Fargo, or a rural community. There are currently 263 students enrolled in the four-year Doctor of Medicine program.

Beyond an MD, the School provides residency training in family medicine, internal medicine, surgery, and psychiatry and also offers transitional year training opportunities. Primary clinical partners located in North Dakota’s four major cities include Altru Health System, Essentia Health, Sanford Health, St. Alexius Medical Center, Trinity Health, and the Veterans Administration Medical Center.

**Health Professions:** There are currently 1,051 students enrolled in the health sciences programs. Students are able to choose from a comprehensive list of programs including:

- **Athletic Training** – Four-year Bachelor of Science degree;

- **Medical Laboratory Science** – There are multiple undergraduate and post-graduate training options with more than 60 clinical training sites in 10 states, over half of which are in North Dakota and the surrounding region. The program has a 100 percent placement of graduates;

- **Histotechnician Certificate Program** – A two-semester certificate program following prerequisite college courses;

- **Occupational Therapy** – Five-year Master of OT;

- **Physician Assistant Studies** – Two-year Master of PAS degree; and,

- **Physical Therapy** – Six-year Doctor of PT degree.

**Additional Graduate Degree Programs:** There are currently 48 graduate students enrolled in the basic sciences programs offering doctoral and master’s degrees.

Faculty members of the School also teach more than 700 undergraduate students each semester who will become nurses, dieticians, teachers, and forensic scientists.

An example of UND’s progressive model of medical education is the Indians into Medicine (INMED) program, established in 1973. INMED is a comprehensive educational program assisting American Indian students who are preparing for health careers. INMED support services include academic and personal counseling for students, assistance with financial aid application, and summer enrichment sessions at junior high through professional school levels. The program addresses three major problem areas: (1) too few health professionals in American Indian communities, (2) too few American Indian health professionals, and (3) the substandard level of health and health care in many
American Indian communities. The INMED program consists of two physical therapy, two occupational therapy and seven medical students per entering class, along with support services for undergraduate students going into health-related careers. INMED has assisted approximately 20 percent of U.S. American Indian physicians with their education.

Research and scholarly activities are integral to the overall purpose of the SMHS. Sponsored research in the most recently completed academic year constituted about $27 million, and the SMHS has made significant advances in a number of focused areas of basic science and clinical investigation that include the following:

- One of the nation’s premiere facilities for the study of drug addiction and neurodegenerative diseases such as Parkinson’s, Alzheimer’s, amyotrophic lateral sclerosis, multiple sclerosis, epilepsy and others.
- INBRE: $21.7 million, eight-year INBRE (Institutional Development Award (IDeA) Network of Biomedical Research Excellence) project in pathology.
- Neuroscience COBRE: $25.5 million, 15-year COBRE (Center of Biomedical Research Excellence) grant to advance investigations into diseases of the brain.
- Epigenetics COBRE: $10.6 million over five years to study epigenetic mechanisms in health and disease.
- Grant funding for investigator-initiated research in cancer, aging, drug abuse, diabetes, eating disorders, alcohol use disorders, and chronic disease prevention strategies.

Established in 1980, the Center for Rural Health is one of the nation’s most respected organizations committed to providing leadership in rural health. With a mission to serve the people of the state, region, and nation, the Center serves as a resource to researchers, educators, policymakers and health-care providers across the state of North Dakota and the nation. Activities are targeted toward identifying and researching rural health issues, analyzing health policy, strengthening local capabilities, developing community-based alternatives and advocating for rural concerns. A full complement of programs is available to assist researchers, educators, policymakers, health-care providers, and most importantly rural residents. The prior director of the Center for Rural Health is currently serving as acting deputy secretary of the U.S. Department of Health and Human Services, and the current director is a nationally recognized rural health expert.

Separate and distinct from the University of North Dakota, yet located adjacent to the UND
campus, the Grand Forks Human Nutrition Research Center is one of six Human Nutrition Centers operated by the Agricultural Research Service of the United States Department of Agriculture. For over 30 years, the Center has been a leader in nutrition research with a current focus on obesity prevention, health roles of food, and bone health. Historically, many of the Center’s staff have held faculty appointments in the SMHS or in other departments of the University.

The UND SMHS continues to seek collaborative opportunities relating to research and educational programs with other institutions within the North Dakota University System (NDUS). The proximity of North Dakota State University (NDSU) in Fargo, another research university within the NDUS, presents opportunities for collaborative research that takes advantage of the strengths of each institution. An example of that collaborative approach is the newly instituted Master of Public Health program, which is a joint undertaking of NDSU and the UND SMHS.

**SMHS Leadership**

**Joshua Wynne, MD, MBA, MPH**

**UND Vice President for Health Affairs and Dean**

In 2010, Dr. Wynne was appointed vice president and dean after serving over eighteen months in an interim role, having joined UND in 2004 as executive associate dean and later as vice dean. Wynne is a practicing cardiologist, a senior physician executive with strong leadership, academic, and administrative skills, and extensive experience in multiple aspects of academic health-care systems, including the provision of clinical services, the development of research and academic enterprises, and the delivery of first-rate teaching content and programs. Wynne received his undergraduate and MD degrees from Boston University, an MBA from the University of Chicago and an MPH degree in Health Management and Policy from the School of Public Health, University of Michigan.

**Office of the Dean**

Gwen W. Halaas, MD, MBA  
Senior Associate Dean for Education

Marc D. Basson, MD, PhD, MBA, FACS  
Associate Dean for Medicine

Joycelyn Dorscher, MD  
Associate Dean for Student Affairs and Admissions

Randy S. Eken, MPA  
Associate Dean for Administration and Finance
SMHS Highlights—Past Decade

2000
- Biomedical Research Facility ($6 million) constructed in Grand Forks.

2001
- University Health Facility ($4 million) constructed in Grand Forks. This facility contains the Center for Family Medicine and Clinical Education Center and Auditorium.

2002
- Rural Assistance Center begins at UND SMHS Center for Rural Health.
- $10.3 million Center for Biomedical Research Excellence (COBRE) grant for study of degenerative neurological diseases.
- Dedication of renovated entrance to SMHS building in Grand Forks named for Dean Harwood ($500,000 project).

2003
- $2 million BORDERS grant from the federal government.

2004
- Neurosciences Research Building ($3 million) constructed in Grand Forks.
- Dedication of $3.9 million federal micro-PET/cyclotron facility.

2005
- Construction of a new Center for Family Medicine building ($4 million) in Minot, North Dakota.
• UND SMHS selected as only community-based medical school for *American Medical Education 100 Years after the Flexner Report* (along with Harvard University, University of Pennsylvania, University of Florida, University of Washington, University of California at San Francisco, University of Southern Florida and University of Texas at San Antonio) by Molly Cooke, David M. Irby, William Sullivan, and Kenneth M. Ludmerer.

**2006**
• Construction of $1 million, 2,200-sq. ft. addition to the Neuroscience Research Facility in Grand Forks; funding came from the U.S. Department of Health and Human Services.

**2008**
• $10.1 million Center for Biomedical Research Excellence (COBRE) grant renewal from National Institutes of Health to continue study of neurodegenerative diseases.

• Approval of $1.5 million for construction of a 4,800 sq. ft. simulation center on the Grand Forks Campus and an additional $2.5 million for computerized mannequins, equipment, and administrative support funding.

**2009**
• INBRE: $21.7 million, eight-year INBRE (Institutional Development Award (IDeA) Network of Biomedical Research Excellence) project in pathology.

**2010**
• Joshua Wynne named Dean.

• $4.5 million simulation center opens in Grand Forks.

• First RuralMed Scholars receive four-year tuition relief.

**2011**
• North Dakota Legislature funds Phase I of expansion of class sizes for medical and health sciences students, and additional residencies. Funding also supports creation of a Gerontology Program and a Master of Public Health Program.

**2012**
• Center for Family Medicine and Southwest (Bismarck) campus facility ($5.4 million) constructed.

**2013**
• North Dakota Legislature funds Phase II of expansion of class sizes for medical and health sciences students, and additional residencies.

• North Dakota Legislature approves and funds the construction of a new building in Grand Forks to house the SMHS for $124 million.
2014

- Groundbreaking for the SMHS building with expected completion in Summer, 2016.
- INBRE: $16.8 million, five-year renewal INBRE (Institutional Development Award (IDeA) Network of Biomedical Research Excellence) project in pathology.
- Awarding of funding for Neurosciences and Epigenetics COBREs.

Additional information regarding the UND SMHS may be obtained on the School’s website, [www.med.und.edu](http://www.med.und.edu).

UND SMHS Campuses in Bismarck and Minot

**The SMHS Southwest Campus** located in Bismarck, ND has a medical community that includes more than 200 practitioners and about 150 active UND School of Medicine and Health Sciences faculty. The two major healthcare systems are Sanford Health and PrimeCare Health Group (including CHI St. Alexius Health, Mid Dakota Clinic, Heart and Lung Clinic, and The Bone and Joint Center).

The Center for Family Medicine located just below the administrative offices of the UND School of Medicine and Health Sciences in Bismarck is home to the only residency program on the Southwest Campus (Family Medicine). It includes:
- 20 third-year medical students
- 20 fourth-year medical students
- 17 family medicine residents

**The SMHS Northwest Campus** is located in Minot, ND. The Center for Family Medicine, a residency program of the medical school, as well as Trinity Health provide continuing medical education opportunities to the local community on a regular basis. In addition, special medical events are hosted throughout the year including the biannual CME lecture series sponsored by the Northwest Campus.

The Northwest Campus Hosts:
- Six third-year medical students (as of 2013-14)
- 15 fourth-year medical students
- 15 family medicine residents

The University and Community

**THE UNIVERSITY OF NORTH DAKOTA**

The University of North Dakota is one of the state’s two comprehensive research-intensive universities and the primary center for health-related professional education and training.

UND has garnered more than $353 million for
sponsored programs from internal and external sources over the past five years. UND’s economic impact on the state and region is nearly $1 billion a year.

Founded by the Dakota Territorial Assembly in 1883, six years before statehood, UND was intended to be, and remains, a university with a strong liberal arts foundation surrounded by a variety of professional and specialized programs. UND is one of only 47 public universities in the nation with accredited professional schools of both law and medicine. It is admired for its spacious, beautiful campus and extensive resources. The University has earned an international reputation for its academic and research programs.

UND enrolls 15,250 students (2012–2013) in more than 200 fields of study from baccalaureate through doctoral and professional degrees. Forty-one percent come from North Dakota; the rest represent all other states, eight Canadian provinces, and more than 60 nations. The campus includes more than 220 buildings (over 6 million square feet under roof) on 550 acres. UND is a part of the NCAA’s Division I athletic programs.

**Governance of the University**

The North Dakota State Board of Higher Education is the policy-setting body for the 11 institutions within the North Dakota University System. The eight-member board includes seven citizen members and one student member. The citizen members serve four-year terms, and the student member serves a one-year term.

All members are appointed by the governor of North Dakota. The board also includes a nonvoting faculty advisor and a nonvoting staff advisor.

**Academic Divisions**

- John D. Odegard School of Aerospace Sciences
- College of Arts and Sciences
- College of Business and Public Administration
- College of Education and Human Development
- School of Engineering and Mines
- School of Graduate Studies
- School of Law
- School of Medicine and Health Sciences (within the Division of Health Affairs)
- College of Nursing and Professional Disciplines
Office of Extended Learning

**Academic Overview**

Undergraduate education is offered in 200-plus fields of study and 2,600 courses. The four most popular areas include health professions, aviation, business, and engineering. Undergraduate enrollment totaled 11,953 in fall 2012–2013.

Graduate education is offered in more than 100 advanced degree and certificate programs, including professional programs in law (JD) and medicine (MD). Graduate and professional enrollment for 2012–2013 was 3,297.

For more information please visit [http://www.und.edu/](http://www.und.edu/)

**North Dakota**

North Dakota is also one of the only states in the country that is fiscally stable and has a growing, thriving economy, with $1 billion in budget surpluses, very low unemployment of 3 percent in 2011 compared to 8.7 percent U.S. unemployment, and 4.7 percent growth in the population from 2000 to 2010 to totally approximately 673,000 residents.

**Grand Forks**

The University is located in Grand Forks, a city of over 55,000 on the Red River of the North separating North Dakota and Minnesota. Grand Forks is a community known for excellent schools, economic stability, cultural opportunities and outstanding quality of life.

From its early days as a trading center in the 18th Century, Grand Forks has been the economic hub for northeast North Dakota and northwest Minnesota. With its twin city of East Grand Forks, Minnesota, the “Grand Cities” comprise a metropolitan area population of about 63,000.

The diverse economy encompasses agriculture, education, defense, healthcare, manufacturing, food processing, and scientific research, with a host of other service and retail enterprises. Grand Forks Air Force Base is located 15 miles west of the city of Grand Forks.

Family values permeate every aspect of community life. Grand Forks schools are consistently rated among the best in the nation with outstanding extra-curricular programs, team athletics, summer performing arts, and parks and recreation programs. The community enjoys a very low crime rate.
Recreational opportunities abound. Grand Forks boasts one of the nation’s largest greenway systems (over 2,200 acres), with over 20 miles of multi-purpose trails. The community has 23 parks and facilities and several excellent golf courses, including an Arnold Palmer signature course. Year-round outdoor activities celebrate each season, including biking, boating, fishing, and hunting, swimming, cross-country skiing, and skating.

The arts are a prominent part of community culture. The North Dakota Museum of Art hosts more than 40,000 patrons each year for exhibits and concerts. UND’s 2,300-seat Chester Fritz Auditorium is regarded as one of the finest performing arts facilities in the Midwest and is host to theater productions, concerts, guest lectures, and a wide range of performing arts groups.

The University’s Department of Theatre Arts stages a regular schedule of productions and numerous concerts and recitals in the Burtness Theatre. Grand Forks is also the home of the North Dakota Ballet Company and the Grand Forks Symphony Orchestra. The Alerus Center and Ralph Engelstad Arena are two, state-of-the-art athletic and concert venues, with 14,000 and 12,000 seats, respectively. The Engelstad Arena is widely considered the world’s premiere collegiate hockey facility.

The quality of life in this community has been ranked by *Money Magazine* as one of the top communities in the nation. In 2010, Grand Forks was ranked in the top 100 *Best Places to Live*. In its *November 2009* issue, the magazine picked Grand Forks as one of the best places to launch a business, ranking: #13 among small metro areas. Benefits identified in the article include:

"The ease of getting to work, a top school system, access to quality health care, and the energy that comes from being home to a major university, the University of North Dakota. Businesses in the Red River Valley enjoy some of the lowest taxes in the country -- and while the rest of the country struggled with the recession, oil-rich North Dakota pondered how to spend a $700
respectively. The community offers: population estimates of 67,034 and 19,887, Bismarck and Mandan, with 2013 Census MS

The Bismarck MSA's 2013 Census population... to its fullest.

No hands, hospitals and clinics that are state-of-the-art

North Dakota's commitment to education is evidenced by double-digit funding increases from the legislature six years in a row.

BISMARCK-MANDAN COMMUNITY

The Bismarck-Mandan ND MSA is ranked as #4 on both the 2013 Forbes list of "Best Small Places for Business and Careers" and the Milken Institute's "Best Small Cities" list, as well as being included in CNN Money's list of top 100 places to live. Bismarck was designated an All-American City in 1997, and the tradition of excellence continues to thrive in Bismarck-Mandan today. Bismarck-Mandan is simply a great place to live and work. It is a solid community of individuals and businesses that offer mutual support to assure continued traditions of working hard, caring for one another, and enjoying life to its fullest.

The Bismarck MSA's 2013 Census population estimate is 117,441, up from 108,779 as recorded by the 2010 Census. This makes the MSA the 5th fastest growing metro in the U.S. The population is centered in the cities of Bismarck and Mandan, with 2013 Census population estimates of 67,034 and 19,887, respectively. The community offers:

- A safe and trusting community, ranking #2 in a national survey conducted by a Harvard University professor to measure social trust
- Hospitals and clinics that are state-of-the-art
- Hands-on state and local government systems that are easily accessible
• An elementary and secondary educational system that consistently produces test scores well above the national average, a high graduation rate, and a 93-96% average daily attendance rate
• Higher education opportunities to attain one-, two-, and four-year degrees, as well as master's degrees and workforce training
• Available single- or multi-family housing
• Affordable and reliable utilities
• Air, rail, and ground transportation that keeps you connected to the world
• Concise tax codes with competitive rates
• Recreational outlets that include world class golf courses (Bismarck's Hawk Tree Golf Course placed second on Golf Digest’s 2000 list of the top new courses in the United States), boating, theater, ballet, symphony, fishing, hunting, and frontier history.

MINOT COMMUNITY

Minot, North Dakota, is a bright spot in the U.S. economic landscape and the world stage for economic growth and job creation. The community is raising the bar on its quality of life and is recognized as a destination for young families looking to plant roots.

You see advancements in quality of life everywhere you look in Minot: new schools, a new court house, a new airport terminal just to name a few. More than 29 projects today in all corners of Minot are either a $100 million investment or 100 acres in scope.

A $140 million investment in Minot's core, a downtown revitalization project dubbed "Imagine Minot", is creating a live-work-play model that is used by similar to what's seen in much larger thriving metros such as Portland, Dallas and Minneapolis, and it's evidence of Minot's investment in itself.

Here are just a few projects that are contributing to raising the bar on Minot's quality of life:

• New $140 million "Imagine Minot" downtown revitalization project for the city's core
• Over $80 million invested in new Elementary and Middle Schools and expansions
• New $40 million Minot International Airport terminal project
• New Ward County Court House
• New Northeast Hwy 83 bypass of the city that goes directly to east Minot's industrial corridor
• 14 new hotels since 2011

Minot leaders recognize education as a quality of life issue because families are drawn to Minot by its good schools. Here are a few highlights:

• North Dakota students continuously rank No. 1 in high school completion rates
• North Dakota students **rank in the Top 10** on national SAT scores
• Minot is known for its low student/teacher ratios
• Minot schools offer a broad academic base with special emphasis on computer technology

Procedure for Candidacy

Inquiries, nominations, and applications are invited. Interested individuals should provide a letter describing their interest in and qualifications for the position and a curriculum vitae and/or resume.

**Nominations and applications may be sent to Search Consultants who are assisting this search:**

Karen Otto, Managing Partner,  
Claudia Teschky, Consultant, or  
Kerry Quealy, Senior Associate  
Witt/Kieffer  
2015 Spring Road, Suite 510  
Oak Brook, Illinois, 60523  
Email: UNDFamily@wittkieffer.com  
Phone: 630-990-1370  
Fax: 630-990-1382

*Any submission regarding this position is subject to the open records laws under North Dakota statutes.* The names of all candidates and nominees are a matter of public record under the open meetings-open records statutes and policies of the State of North Dakota. Prior to nomination or declaration of candidacy, individuals who may want information on the position are invited to call the Search Consultant.

The University of North Dakota is an Affirmative Action/Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity or national origin. Women, minorities, veterans and individuals with disabilities are encouraged to apply. Applicants are invited to provide information regarding their gender, race and/or ethnicity, veteran’s status and disability status on the form found at [http://und.edu/affirmative-action/apcontrolcard.cfm. This information will remain confidential and separate from your application.](http://und.edu/affirmative-action/apcontrolcard.cfm)

The University of North Dakota determines employment eligibility through the E-Verify System.

This position is subject to a background check.


North Dakota veterans claiming preference must submit all proof of eligibility by the closing date. Proof of eligibility includes a DD-214 and if claiming disabled status, a current letter of disability (less than one year old) from the Veterans’ Administration. Please upload the DD-214 and other veterans’
preference qualifying documentation through the form found at:

The material presented in this position specification should be relied on for informational purposes only. This material has been copied, compiled, or quoted in part from University of North Dakota documents and personal interviews and is believed to be reliable. Naturally, while every effort has been made to ensure the accuracy of this information, the original source documents and factual situations govern.

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