

JCESOM LCME Steering Committee Meeting Minutes  
November 28, 2012

Present: Aaron McGuffin, M.D., Amy Smith, BSN, Brian Dzwonek, Ed.D., Paul Ferguson, M.D., Marie Veitia, Ph.D., Joseph Shapiro, M.D., Darshana Shah, Ph.D., Richard Niles, Ph.D., Bobby Miller, M.D., Karen Bledsoe, MS, Mike McCarthy, MA

Meeting was called to order at 12:08pm

AGENDA ITEM	DISCUSSION
LCME Secretariat Consult Visit	Dr. McGuffin provided an update on a meeting with Drs. Barzansky and Hunt at the AAMC scheduled for 11/29-11/30/12. <ul style="list-style-type: none"> <li>➤ Review of the secretariat's consult agenda</li> <li>➤ Amy Smith will record and take minutes of all sessions</li> <li>➤ A concluding session will occur with the Steering Committee members</li> </ul>
Faculty Meetings	Next mandatory faculty meeting is scheduled for November 29 in coordination with the LCME secretariats.
Review of the LCME Report	Dr. McGuffin reviewed the current version of the LCME Briefing Report <ul style="list-style-type: none"> <li>➤ Send all latest meeting minutes to Brian Patton for posting</li> </ul> Next review of the LCME Briefing report is scheduled for January 8, 2013
Student Survey	Dr. Veitia gave a report on the Student Internal Survey.  Dr. Veitia reported that all the students will participate in a series of focus group sessions and student surveys over the upcoming months.
Consultative report	Amy will provide a summary of consultation meeting to the committee following the visit.

Meeting adjourned: 1:44 PM

Respectfully Submitted

Amy Smith, RN, BSN

Assistant Director of Medical Education

Joan C. Edwards School of Medicine

Marshall University