

MUJCESOM
LCME Diversity Steering Committee Meeting
Office of Medical Education 2nd Floor Conference Room
November 14, 2012 - 10:30AM to 11:30AM

Present: Darshana Shah, Shari Clarke, Marie Veitia, Cindy Warren, Debra Hart, Hisham A. Keblawi

1. Dr. Campbell welcomed the committee members to the meeting
 - a. Reviewed the Office of Diversity Office Mission Statement. Statement approved unanimously by committee members present.
 - b. Reported on the Office of Diversity Activities: Project PREMED program November 7-10, 2012 a success with 7 applicants. The Neonatal Clerkship and plans to expand the program by providing meals and housing for the out of state student participants.
 - c. The School of Medicine & Pharmacy students will be working in Enslow Middle School with the Related Sciences and PE teachers to promote careers in Health. The students will run the program which is slated to begin in January 2013.
 - d. IS-16 Action Plan continuing updates – ensure that we are progressing in the action plan
 - e. Reviewed and discussed the Diversity definitions and the need to expand the definitions to include Socio-economically disadvantaged. Definitions approved unanimously by committee members present.
 - f. Member requested information on ED-21. The information provided by Dr. McGuffin will be forwarded to committee members.
2. Assistant Dean Warren reported on the activities accomplished in the Admissions office.
 - a. Collaboration with the SREB continues. There is no new information from SREB on the acceptance of the contracts by the states
3. Dr. Shah reported that she has updated her areas of responsibility with dates of completion in the activity IS-16 work document.
 - a. Established Annual Leadership Forum for WIMS
 - b. Mentor Matching Initiative – working on publication for usage with identifying mentors
 - c. Developing faculty Diversity Educational Program, workshops, presentations and other educational activities, discover and dialogue series.
 - d. Will be working with Dr. Campbell and MAC to develop a calendar of awareness activities.

4. Discussed the preparations for the LCME Secretariat visit November 28th & 29th. Requested participation from all committee members.
5. Next Diversity Steering Committee Planning Meeting Wednesday, December 12, 2012. Location TBA; Time: 10:30AM to 11:30AM.
6. Meeting Adjourned