

JCESOM LCME Steering Committee Meeting Minutes

January 23, 2013

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, Jennifer Plymale, MA, Cindy Warren, MA

Meeting was called to order at 12:03pm

AGENDA ITEM	DISCUSSION
<p>I. Updates</p> <ul style="list-style-type: none"> A. LCME Survey Visit June 23-26, 2013 B. Next Faculty meeting February 21, 2013 C. Database submission mid-April D. Will know site visitors in March 2013 E. Feedback from DRAFT #1 	<p>A. Dr. McGuffin reminded the members of the committee that the LCME site visit is scheduled for June 23-26, 2013.</p> <p>B. Dr. McGuffin indicated the focus of the February 21, 2013 Faculty Meeting will be a general overview of the Briefing book and a discussion of the changes to the faculty promotion and tenure policy.</p> <p>C. and D. The briefing book will be submitted to the LCME and copied to the LCME site visitors by mid-April; the date of final submission is pending. LCME site visitors will be provided in early March 2013.</p> <p>E. Dr. McGuffin presented general feedback from faculty and staff related to the Briefing book.</p>
<p>II. Committee Reports from Steering Committee Chairs using the Briefing book (8)</p> <ul style="list-style-type: none"> IS-16, ED-21 (Diversity) ED-5A (Lifelong Learning in the Curriculum) ED-33 (Horizontal & Vertical Integration of Curriculum) MS-19, 23, 26 (Career Counseling, Personal Wellness, Debt Counseling) MS-24 (Debt and Scholarship Support) FA-5 (Faculty Scholarly Productivity) ER-9 (Affiliation Agreements) IS-11, ER-6, MS-37 (Standards in Transition) 	<p>Each of the Steering Committee Chairs presented the section of the LCME Briefing book that pertains to the work of their committees. General discussion and recommendations were offered by the members of the Steering Committee. All changes and/or modifications will be integrated into the Briefing book and distributed for additional review and comment.</p>
<p>III. Next meeting Tuesday 2/19/13 12:00-1:00 pm</p>	

Meeting adjourned: 1:06pm

Respectfully Submitted

Brian Dzwonek, Ed.D.

Associate Dean of Medical Education

Joan C. Edwards School of Medicine

Marshall University