

JCESOM LCME Steering Committee Meeting Minutes

April 30, 2013

Present: Amy Smith, Brian Dzwonek, Ed.D., Marie Veitia, Ph.D., Joseph Shapiro, M.D., Richard Niles, Ph.D., Bobby Miller, M.D., Karen Bledsoe, MS, Jennifer Plymale, MA, Carl Gruetter, Ph.D., Linda Holmes, Matt Straub, MBA, CPA, Aaron McGuffin, M.D., : Mike McCarthy, MA, Darshana Shah, Ph.D. and Shelvy Campbell, Ph.D.

Absent: Cindy Warren, MA

Meeting was called to order at 12:10pm

AGENDA ITEM	DISCUSSION
LCME Site visit	LCME SITE VISIT JUNE 23-26, 2013 <ul style="list-style-type: none">➤ Final submission of the briefing book to LCME was sent April 24, 2013.➤ Two remaining steering committee meetings scheduled➤ LCME Site visit agenda continues to be finalized➤ Practice sessions scheduled with Dr. Werthammer, Dr. Shapiro and Dr. Wehner serving as the roles of site visitors will begin taking place May 16, 2013
Faculty Meetings	Scheduled for May 23, 2013 scheduled to present information on ED-5A, ED-33 by Dr. Brian Dzwonek and Dr. Bobby Miller
LCME Practice Sessions	Email was sent on required practice sessions which begin on May 16. If another copy is needed please email Dr. Aaron McGuffin.
Next meeting:	May 14, 2013 in the Dean's Conference Room

Meeting adjourned: 12:32pm

Respectfully Submitted

Amy Smith, BSN, MEd

Assistant Director of Medical Education JCESOM