

MUJCESOM
LCME Diversity Steering Committee Meeting
October 3, 2012
10:30AM – 11:30AM

Present: Aaron McGuffin, Jennifer Plymale, Darshana Shah, Ami Smith, Marie Veitia, Shelvy Campbell.

1. Dr. Campbell welcomed the committee members to the meeting and shared the Office of Diversity Office Mission Statement.
 - a. She also reported that she asked every Office Director, Associate Dean and division head to revisit their office mission statements to ensure that the elements of diversity were included.
 - b. Attended NAMME (National Association for Minority Medical Educators) where 278 students were in attendance. Have 35 new contacts from the conference.
 - c. Purchased advertising space from NAMME.
 - d. Project PREMED students participants chosen (8 participants chosen with 2 alternates)
 - e. Visit from West Virginia State University Upward Bound & Upward Bound Math & Science about 75 students to learn about pharmacy, pharmacy and engineering. (October 13, 2012)
 - f. Visit from West Virginia State University Chemistry students (15 students) interested in Pharmacy and Medicine (October 19, 2012)

2. Associate Dean Plymale reported on the activities accomplished in the Admissions office as well as described the process that was used to determine how we classified rural and urban areas.
 - a. Reported that the definitions of who we are seeking to admit were adopted and the Admission Mission Statement was revised to include who we seek to enroll, retain and train to be physician.
 - b. Discussed that the number of women applying to medical school has dropped over the last year. This appears to be a trend at a number of medical schools.
 - c. Reported that the number of applications from in-state applications had gradually decreased since 2009. The efforts to increase recruitment instate is in place.
 - d. Reported that a residential summer pipeline program has been scheduled. The targeted population will be college between year one and two. Selecting of women only is being considered given the continued decrease in women matriculating. Thirty per-cent of the incoming class for 2012 is women.

- e. Collaboration with the SREB continues. New Admissions brochures were sent to the SREB for dissemination in September. Ms. Plymale will continue to provide updates to the committee.
3. Dr. Veitia reported the establishment of a Spanish Speaking Interest group. The purpose of this organization is to provide lessons in basic medical Spanish, an environment for students to practice their language skills, as well as opportunities for members to learn about culture-specific medical practices.
 4. Dr. McGuffin reported on the ED-21. Associate Director Smith discussed the progress of the progress of the "Standardized Patient Care". Have several people interested in participating. Dr. McGuffin discussed the first draft of the MUJCESOM Description of Diversity Education and the most current table representing the diversity elements in our curriculum. He discussed a few observations:
 - a. Need Year 2 information, specifically Diversity elements in the Standardized Patient Cases and Small Group Cases.
 - b. Need the rest of Year 3 information (Only received Pediatrics).
 - c. Need Objectives and in some case more effectively written objectives and Brian can work with faculty on that issue.
 - d. Need strong Assessment methods as well and Brian can work with faculty on that.
 - e. Need to add all of the other embedded diversity (from lectures) that specifically has objectives attached to them. It is not sufficient to say we talk about a disease affecting African Americans (e.g. sickle cell) without having a specific objective that is paired with it.
 - f. Need to have table completed by our October 23, 2012 LCME steering committee to present to the Dean.
 5. Dr. Shah reported that she has updated her areas of responsibility with dates of completion in the activity IS-16 work document.
 - a. Dr. Shah also emphasized that MAC had an operational plan of which the committees were formed within MAC that could assist with piloting ideas and program initiatives. For example she noted the MAC curriculum committee, MAC awareness committee and other MAC committees that could be of assistance and included to help decide on any new processes as it relates to diversity (ED-21 and IS-16).

- b. Dr. Shah discussed that the MAC committee should become the pilot committee for matters pertaining to (IS-16 and ED-21) prior to implementing. She will introduce a formal proposal.
- c. Established Annual Leadership Forum for WIMS
- d. Established the baseline for faculty promotion and working on salary equity,
- e. Mentor Matching Initiative – working on publication for usage with identifying mentors
- f. Developing ongoing Diversity Educational Program, workshops, presentations and other educational activities, discover and dialogue series. Example: Dr. Mark Nivet, Chief Diversity Officer, AAMC; Dr. Janet South Poll
- g. Updated and posted Diversity and Dialogue Series to LCME website.
- h. All Multicultural Advisory Committee (MAC) meeting minutes and notes have been linked to the LCME Website.
- i. The Diversity engagement Survey has been linked to the LCME Website
- j. Will be working with Dr. Campbell and MAC to develop a calendar of awareness activities.