

**LCME Action Team**  
**MS-19, 23, 26**  
**December 5, 2011**

**Members Present:** Dr. Marie Veitia (Chair), Ms. Joan Catherine Viksjo, Ms. Prudy Barker, Dr. Tracy LeGrow, Kathleen Richardson (MS-III), Josh Hess (MS-III)

**Members Absent:** None

Reviewed and approved minutes of November 21, 2011 meeting.

**MS-26 Personal Counseling and Wellness**

Discussed pertinent benchmarks/goals and how to go about measuring these. Discussion around how to set relevant goals and the potential for using GQ data as a guide so that improvements were seen annually until GQ indicators were at least commensurate with the national average by 2015.

It was decided that what made the most sense was to develop an internal survey that would mimic the relevant GQ questions as well as asking some more in-depth questions regarding awareness and satisfaction with specific services. Suggestion was made to administer this survey annually starting in April 2012.

Dr. Veitia is working with the Wellness Committee to adopt a model that they can use to guide their programming efforts. They are looking at adopting a model that is similar to that used at Vanderbilt. One of the components of that model is the availability of wellness electives. It might be useful to implement these as a graduation requirement starting with the Class of 2016.

**MS-23 Debt Counseling**

Prudy reviewed her updated plan for financial aid and debt counseling. She has defined specific goals and objectives for each year and session. These go hand in hand with the AAMC FIRST program. This programming will occur for the incoming students even before the start of classes.

Discussed the use of technology as a way to disseminate information and to provide access to on-line financial modules that students may find useful.

Questions regarding these services will be included on the in-house annual survey.

**MS-19-Career Counseling**

Joan Catherine reviewed her updated plan for career counseling. She has also defined specific goals and objectives for each session in each year. In addition, there will be three additional components to the Career Counseling Program. These will include:

**Career Conversation** sessions which will be led by physicians from the various specialties available

**Lunch and Learn Series** which consists of small group targeted skill building in areas such as how to write a strong personal statement, CV building etc.

**Student Led** events including Specialty Speed Dating and the Women in Medicine panel.

Post-session evaluations are already being conducted for many of these events and Joan Catherine is compiling data regarding attendance etc. It was decided that questions regarding Career Counseling should also be included on the in-house survey.

Dr. Veitia will provide our finalized plan to Dr. Nerhood. Our next meeting will occur on January 19<sup>th</sup> with the LCME Secretariat.

**Topics for next meeting:**

Review of specific goals/objectives/benchmarks for each standard

**Next Meeting:** Thursday, January 19 @ 8:00 am in the Dean's Conference Room