

LCME Committee Meeting Minutes 1/12/2018

In attendance: Bobby Miller, Shelvy Campbell, Paulette Wehner, Mike McCarthy, Paul Ferguson, Sean Loudin, Laura Richardson, Jennifer Plymale, Michelle Ruppert, Amy Smith, Gretchen Oley (phone), Nitin Puri, Kimiknu Mentore, Katie Rollins, Samantha Smith, Robert Nance, Conner Henson

Absent: Darshana Shah

Meeting open at 12:00pm – Dr. Miller

1. Dr. Miller introduced new student representatives: Samantha Smith (Class of 2021) and John Hurley (Class of 2020)

2. Standard 5 – Educational Resources and Infrastructure

- Dr. Miller & Mike McCarthy
- Part 1 of AFQ completed
- For instructional room information – check University’s R25 system – Mike
- Mike to reach out to affiliate’s CIOs for patient volume data
- Data for 5.6 from Clerkship Directors – Dr. Miller
- Disaster preparedness plans – Dr. Miller
 - Marshall Health
 - Marshall University
 - VA
 - SMMC
 - Information made available to students during orientation – Amy Smith
- Elements 5.8 and 5.9 to be completed by Mike
- 5.11
 - Call space – Students have access when accompanied by a resident – Dr. Wehner
 - Storage space – make students aware of lockers in MUMC at CHH. – Amy Smith
 - Storage/lounge access increased for students – Dr. Wehner and Dr. Miller
- 5.12
 - Increased class size of St. George’s Students – Dr. Miller

3. Completion of DCI

- Independent Student Analysis completed and returned to committee. – Kimiknu
- DCI currently around 70% complete. Missing data for AY 2017-2018 and other information that is not subject to change before submission of DCI.
- Institutional Self Study
 - Department Chairs to provide nominations for members of ISS – Dr. Miller
 - Mix of experience in faculty
 - Residents
 - Students
- DCI to be completed with most up-to-date information in February – Dr. Miller

4. Review of LCME Secretariat Visit 1/16-1/17

- Review of itinerary for Dr. Catanese’s visit. – Dr. Miller

Meeting Close 12:36pm – Dr. Miller

-Conner Henson