

## LCME Committee Meeting Minutes 2/23/2018

**In Attendance** – Nitin Puri, Bobby Miler, Sean Loudin, Michelle Ruppert, Jennifer Plymale, Laura Richardson, Amy Smith, John Hurley, Samantha Smith, Robert Nance, Conner Henson

**Absent** – Paul Ferguson, Mike McCarthy, Darshana Shah, Shelvy Campbell, Paulette Wehner, Gretchen Oley, Kimiknu Mentore, Katie Rollins

Meeting Open – 12:05 pm

- Standard 8 – Curricular Management, Evaluation, and Enhancement
  - Update information to reflect changes in the bylaws
  - MS3/MS4 Subcommittees combined
  - 8.1-d Information in this element reviewed annually at State of Medical Education
    - Formation of Curriculum Evaluation Committee (Nitin)
      - CEC would evaluate the individual courses and report to the CC. CC would make decision based on CEC's findings.
    - Evaluation Committee already exists, no longer active (Amy)
      - Ed Pino is chair of this committee (Bobby)
      - Formal charge of existing Evaluation Committee (Amy)
      - Committee previously existed to look for red flags, not evaluate courses. Previously, evaluations were reviewed by Associate Dean, sent to departments, and placed in Faculty Annual Evaluations. (Bobby)
      - Currently, Subcommittees handle evaluations (Bobby)
      - Would need to make evaluations a specific charge of the subcommittees (Sean)
      - Reach out to Ed Pino (Bobby)
  - 8.1-e – Radiology, Biostats/Epidemiology, and Immunology (Bobby)
    - Course reports, show an emphasis on hiring for neuroanatomy (Sean)
  - 8.2-a – Use integration reports and curriculum report (Bobby)
  - 8.2-b – Peer review form template (Nitin)
    - Take to MS1/MS2 Subcommittees (Bobby)
    - Previous policy giving duties of block leader includes evaluations (Laura)
  - 8.3-c – Use integration reports (Bobby)
  - 8.3-d – Propose external review of curriculum by alumni (Nitin)
  - 8.6 – Clip Cases (Sean)
    - Pull info from patient procedure logger (Michelle)

Meeting Close – 1:07 pm

Conner Henson