

## **LCME Committee Meeting Minutes 11/30/18**

**Present:** Bobby Miller, Nitin Puri, Gretchen Oley, Sean Loudin, Darshana Shah, Jennifer Plymale, Michelle Ruppert, Amy Smith, Samantha Smith, John Hurley, Conner Henson

**Absent:** Shelvy Campbell, Mike McCarthy, Paulette Wehner, Katie Rollins

### **Meeting Open at 12:00**

Review Standards 9 and 10 today, 11 and 12 at next meeting (Bobby)

Standard 9 Discussion:

Table 9.1-1 needs data from family medicine, peds, and surgery

Resident with a certificate in surgery (Darshana)

Include opportunities for residents in narratives (Gretchen)

Narrative responses in 9.1 need to address all specialties

Faculty appointment policy for 9.2 has been approved (Darshana)

9.2-b should be reworded to read as “no non-faculty instructors” (Nitin)

9.2-c N/A (Nitin, Gretchen)

9.2-d wording change “significant” to “part of team providing instruction” (Nitin, Sean) and include clerkship directors (Nitin)

Wording change in 9.4-a from “six clerkships” to “representative of our core required clerkships” (Nitin)

9.4-b wording change “Clerkships may use as formative or summative feedback as outlined in their syllabus.” (Nitin, Sean)

Discussion about definition of formative feedback in 9.5-b

Feedback in ICS and ACS (Bobby, Nitin, John)

Standardized Patients (John)

Nitin to talk to Dr. Mays

List for 9.5-b-2 (Nitin)

Feedback in clerkships

Midpoint for formative (Sean)

Clerkship evaluations (Sean, Nitin, Michelle)

Add Curriculum Evaluation Committee to 9.6-b (Nitin, Gretchen)

Midpoint evaluation in clerkship evaluations for Table 9.7-2 (Sean)

Add neuro (Gretchen)

Nitin to get data for 9.7-2

Add Curriculum Evaluation Committee to 9.7-a (Bobby, Nitin)

Procedural issue for grade reporting with miniboard exams discussed in Table 9.8-1 (Sean, Michelle)

Contact in 4<sup>th</sup> week, not 5<sup>th</sup> week for 9.8-c (Michelle)

Policy with New Innovations and Mini-boards for 9.8-b (Gretchen)

Faculty awareness of 6 week time limit (Sean)

Gretchen finished 9.9-d

Standard 10 discussion:

Faculty Council interaction added in 10.2-a

Jennifer to send new verbiage

Procedure update for selection of chair of the committee in 10.2-b (Jennifer)

Overview of admissions process in 10.3 (Jennifer)

OME material in 10.3 has been addressed (Jennifer)

Discussion about MMIs

Only choice for clerkship site is given in surgery with Logan in 10.9 (Michelle)

Some students have been assigned to Logan without choosing it (Jennifer)

Reminder to add Logan to charts (Gretchen)

Finish as much as possible and add any new policies and/or procedures by next Friday at 5 (Bobby)

**Meeting Close at 1:26**