Attendees: BIRMINGHAM: Drs. J.R. Hartig (Chair), Laura Cotlin, Michael Barnett, Erin Contratto, Cathy Fuller, Shawn Galin, Caroline Harada, Craig Hoesley, Laruen Hoepfner, Kevin Leon, Peter Smith, Marjorie Lee White, Teresa Wilborn, and Kristina Panizzi Woodley, and Vinita Yalamanchili. Adam Agee, Mike Belue, Pat Higginbottom, Toni Leeth, Fatrina Pierce. Kathryn Hudak, MS2; Kevin Shrestha MS1; Carolina Temple, MS2; Morgan Locy, MSTP. HUNTSVILLE (by videoconference): Drs. Lanita Carter, Craig Hoesley (from Birmingham), Anupama Yedla, and Parekha Yedla. TUSCALOOSA (by videoconference): Drs. Jim Leeper, and Thad Ulzen. MONTGOMERY (by videoconference): Drs. Ramona Hicks, and Duncan McRae.

Prior Business Motions/Pending Votes

Learning Communities Proposal – passed
- Next Step – Course Weight
  - MS1: 2 weeks
  - MS2: 2 weeks
  - MS3: 2 weeks
  - MS4: 1 week

Area of Emphasis
- Next Step - Vote to Accept Committee report as submitted
  - Require that any ‘Area’ to be recognized be presented to the MEC (with specifics) for approval

Major Topics & Task Forces

Retreat Reports
- Next Steps - Need F/U and continued Curriculum Overview / Topic Discussions
- Clinical Retreat by Shawn Galin
  - Strengths
    - Innovations between campuses
    - Approach to enhancing the AI experience
    - Naming a pediatric AI director
  - Weaknesses
    - Communication between campuses
      - In progress of meeting with all other campuses
    - Difficult to tell what is happening in the 4th year in both electives and AIs and other experiences
Opportunities
- The way the innovation is becoming highlighted on each campus
  - Find ways to share on a regular basis
- Discussed having more than one clerkship director retreat over the course of an academic year

Threats
- Look at clerkship grading and try to make it more standardized so the experience is better for directors as well as students
- Variability in clerkship grading
- Curriculum mapping (recorded how electives and AIs are being mapped)

Attendance was impressive 30-40 members present
- Sent out a survey and received good feedback
- Preclinical Retreat by Laura Cotlin - See PowerPoint Attached

Combined MD/MBA Program Presentation by Craig Hoesley
- See Powerpoint attached.
- A vote will be sent.

Repro/Endo Curriculum Change Kevin Leon
- Kevin Leon – Repro/Endo
  - Currently
    - Endo 4 weeks
    - Repro 3 weeks
  - The reproductive organs, pregnancy, and menstruation is taught in the middle of the endocrine module
  - Repro is interfering with the normal flow of the endocrine organs
  - Propose to move a week into the reproductive module to make:
    - Endo 3 weeks
    - Repro 4 weeks
  - Endocrine session was in the 4th week and is now the 1st week of Repro

Up-Coming Reports / Needs
Clinical Subcommittee AI Review
- The first AI meeting will be this week

PreClinical Subcommittee Reports and Module Review
- In process
  - PDS – January 2016
  - Musculoskeletal January 2016

Admissions Process Review: Chair, Members.
Medical Education Committee Meeting Minutes

Goals: 1. Descriptive review of the current process and flow for MEC Members
      2. Provide – easy-to-follow – guide for current criteria for MEC Members
      3. List areas for discussion within the MEC, areas for consideration for change/adaption, areas for which specific information (data) should be gathered and shared
      - Those interested in serving on the committee email J.R. Hartig.

By-Laws Changes
- Many relate to membership
  - Timing of appointments
- Special Programs Chair
  - Have been approached by interested members

MEC appointment letters are in process of being drafted to be sent out.

Next MEC Meeting December 8th, 2015