Medical Education Committee Meeting Agenda
12:00pm Volker Hall 301
Tuesday – April 12th, 2016

Attendees: Birmingham Drs. J.R. Hartig (Chair), Laura Cotlin (Co-chair), James Banos, Michael Barnett, Mason Frazier, Cathy Fuller, Shawn Galin, Caroline Harada, Craig Hoesley, Kevin Leon, Robin Lester, Stan Massie, Todd Peterson, Marjorie Lee White, Teresa Wilborn, Kristina Panizzi Woodley, Vinita Yalamanchili, and Anne Zinsky. Adam Agee, Pat Higginbottom, and Fatrina Pierce. Carolina Temple, MS1; Lauren Hoepfner, MS2; and Morgan Locy, MSTP. Huntsville (by videoconference): Dr. Caroline Phillips. Montgomery (by videoconference): Drs. Ramona Hart Hicks, Duncan McRae and Sesi Ogunbi. Selma (by videoconference): Dr. Melissa Behringer. Tuscaloosa (by videoconference): Drs. Jim Leeper, Harriet Myers and Heather Taylor.

Prior Business Motions/Pending Votes

By-Laws Revisions (coming soon in our new platform!)

Discussed having 2 year terms for students as opposed to 1 year term

Major Topics & Task Forces

External UME Review Visit (Kevin Leon)

Will come 20th-22nd
Performed a SWOT analysis
This will be a way for us to improve and make programs better
Will review MSS and UME
Will meet with
  Medical Students
  MEC Members
  Module directors
  Clerkship directors
Will visit branch campuses to review UME

UASOM Technical Standards Report / Review Presented by James Baños – see documents attached

Technical standards are central capacities
Email Dr. Banos to find technical standards on the SOM website
In process of revising

Focus Group – Step I Dedicated Prep Time (J. R. Hartig)

Goals:
1. Describe the amount of dedicated prep time UASOM students currently have for USMLE Step I
2. Describe the amount of dedicated prep time students as comparable medical schools have for USMLE Step I
3. Review and Summarize (Present) the currently available literature on preparation for high stakes testing and specifically (as available) the literature/data on prep time for USMLE Step I
4. Suggest a minimum amount of dedicated prep time to be provided for the ‘average’ UASOM student

Dr. Hartig will be the faculty mentor
Other volunteers are welcome/requested

Retreat – Integration: Seeing and Evaluating the ‘Big Picture’ (J. R. Hartig)

Moved to May
Up-Coming Reports / Needs

Admissions Process Review: Chair, Members. *(Co-Chairs)*

Goals:
1. Develop an understanding of the current admissions process and criteria to present to the MEC at an upcoming meeting
2. Review the process and data which evolved into our MCAT 24 requirement
   (How was it done? What data was needed / used? What if any correlation currently exists for the new version of the MCAT? What information must we collect to improve our interpretation/prediction of new MCAT scores on performance within the SOM?)
3. Suggest ideal data to be tracked and presented to the MEC on a yearly basis (regular, yearly report to be scheduled)

Service Learning Update (report)
Caroline Harada will present in May

New Voting Mechanism / Membership Tracking / Membership Video-Conferencing
John Taylor will present in May

Title IX Training
PreClinical Subcommittee *MSK Review*
Clinical Subcommittee *AI Review*
Special Programs Subcommittee *Combined Degree Programs*