MINUTES
MEC MEETING
12:00pm Volker Hall 302
Tuesday – January 18, 2011

Members in Attendance: Chair- Kevin Leon, MD; Vice Chair -Cathy Fuller, PhD; Drs. Laura Cotlin, Hughes Evans, Jim Galbraith, Shawn Galin, J.R. Hartig, Craig Hoesley, James Jackson, Laura Kezar, Robin Lester, Stan Massie, Christine Ritchie, Dan Sharer, Peter Smith, Andree Stoves, Marjorie White, and Kristina Panizzi-Woodley, Mike Belue, Gabe Rios (for Scott Pluchak), Brian May, MS-1; Patrick McCabe, MS-1; Tyler Green, MS-2; Lindsey Hinton, MS-2; Brian Sullivan, MS-4. Huntsville: (by videoconference): Ralph Samlowski, MD; Roan Gannon, MS-3; Amanda Burns, MS-4. Tuscaloosa: Drs. Scott Arnold, Dan Avery, Ashley Evans, Heather Taylor, and Lea Yearby (for Jim Leeper).

ANNOUNCEMENTS:
Brian May and Patrick McCabe were introduced as the new MS-1 representatives and welcomed to the committee.

OLD BUSINESS:
There were no topics discussed for old business.

PRECLINICAL COMMITTEE:
Dr. Leon announced Laura Cotlin will head the Preclinical Committee in the place of Cathy Fuller who has moved to Vice Chair of the MEC. Dr. Fuller presented the Endocrine Module Review which was completed on December 8, 2010 (See attachment). Pulmonary, GI, and Renal are up for review. Comments were made on the redundancy in teaching on obesity. First year student representatives suggested adding information on weight loss methods and preventative care to lectures.

CLINICAL SUBCOMMITTEE:
Dr. Hartig gave an update on future plans for accessing ICM and Clerkships within the next two years. Last year the Clinical Committee made great progress on getting the AIs and clerkships reduced to 3. The focus for this coming year is to begin the review process for ICM. The same structure was used in developing a review plan that mimics what the modules have done. ICM and Clerkships will be discussed separately although there is a tremendous amount of overlap between the two. Emails will be sent to the members of the committee regarding meeting within the next 4-6 weeks to establish the review committee. The materials to be reviewed are in preparation to be gathered in the next month and due in four weeks. Afterwards, there will be a two week period to review, and meet with Dr. Massie to develop a draft. The draft is due on March 4, 2011 providing an additional week to prepare a final draft of the review to be presented at the next major MEC meeting on March 15, 2011. Changes have been made to ICM for this calendar year. ICM will be evaluated as a whole including ICM-1, ICM-2, and now the second half of ICM-2 which will become ICM-3 in the new version of the review. The goal is to have major recommendations and highlights to look at the entire process creating a reasonable timeline to provide the reviews. The end of June or July will be used to prepare for ICM-1 to begin again in the fall. This allows time for the initial review to become active and implement changes for the new ICM course. Information will be sent electronically to the Clinical
Subcommittee. Dr. Hartig will chair the review committee along with six members consisting of three faculty members and three students. The preferred student pick would be a student who recently completed ICM-1 this fall, a student who currently completed ICM-2 last December, and a fourth year student. The faculty will consist of a Basic Science member and two other faculties.

**ASSESSMENT SUBCOMMITTEE:**
Dr. Leon stated Dr. Caldwell will discuss at the upcoming Module Directors’ meeting the data for NBME style questions and the role of the Assessment Committee. Future plans are to keep Module Directors updated in upcoming meetings.

**SPECIAL PROGRAMS:**
Basic Sciences will be incorporated into the new student presentations this coming May when the students rotate into their clerkships. The groundwork is being set for attendance, presentation, uploading, coordination, and scheduling. A meeting will be scheduled to present this information to Clerkship Directors. The group working on this is Dr. Fuller, Mike Belue, Kristina Panizzi, and Dr. Jackson. Dr. Fuller will take over the Special Programs Committee after this meeting. Dr. Leon and Dr. White are working on incorporating simulations which is set up for the middle two weeks of April. Medical students who are experienced with simulations will be recruited to help teach the new students.

**NEW BUSINESS:**
Faculty will be added in the distribution of the MEC Newsletter which is presently composed and sent to students by Roan Gannon.

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Next MEC Meeting March 15, 2011