**MINUTES**  
**MEC MEETING**  
**12:00pm Volker Hall 302**  
**Tuesday – March 19, 2013**

**Members in Attendance:** Chair – Dr. Cathy Fuller, Drs. Cynthia Brown, Laura Cotlin, Shawn Galin, J.R. Hartig, Craig Hoesley, James Jackson, Kevin Leon, Kristina Panizzi-Woodley, Andree Stoves, Marjorie Lee White. Mike Belue, Gabe Rios (for Scott Pluchak), John Killian, MS-1; Erica Young, MS-2; Patrick McCabe, MS-3; and Vince Laufer, MS-2 Huntsville: (by videoconference): Drs. Lanita Carter, Ralph Samlowski, Parekha Yedla, and Jennifer Bynum, MS-4. Tuscaloosa: Drs. Scott Arnold, Dan Avery, Pam Foster, and Lea Yerby.

**UPDATE ON ICM TASKFORCE** (Cynthia Brown)  
The new title for the ICM teaching job positions is titled “The Clinical Skills Scholars.” A letter will be sent to department chairs informing them of the position availability. A stipend will be included for compensation. Experience with ICM is desired. Broadly disseminated faculties who particularly have expertise in education, curriculum development as well as teaching are preferred. A CV and letter of intent from applicants is requested. A small group will be interviewing who may or may not come from the task force including Stan Massey, Cynthia Brown and possibly one or two students. A letter from their division director will be requested stating applicants have time to participate. Experience from this position will be good to include in teaching portfolios and to identify the capable skills of those involved. Hope are to have the group in place by July 12, 2013. 30 Clinical Scholars are needed.

**SCHEDULING OF SENIOR OSCE RELATIVE TO STEP 2 CS** (Craig Hoesley)  
Presentation - See attachment “Clinical Skills Graduation Requirements.” An email will be sent requesting electronic votes for this proposal.

**DEVELOPMENT OF GOALS/OBJECTIVES FOR ACTING INTERNSHIPS** (Craig Hoesley)  
While preparing for the LCME visit, the school goals and objectives is in need of revamping. Once completed, these items will be made available to the MEC to review and have available for LCME analysis. Every required element in the curriculum should have goals and objectives. Upon the LCME site visit in 2006, no goals and objectives were in place for required elements of fourth year acting internships. The current requirements for conventional students are medicine, ambulatory and surgery or critical care AI. There should be goals and objectives for each. Drafted goals will be submitted to the MEC for approval. An email for electronic votes will be requested after the draft has been reviewed.

**CLERKSHIP REVIEWS** (J.R. Hartig)  
All campuses should be undergoing a review for each clerkship. There should be one member of the MEC who is designated as a chief reviewer for that campus. A student will be assigned to the group as part of the review. The chief reviewer will find an additional reviewer who is from the MEC, is a MEC associate, or an associate of the chief reviewer to assist in reviewing the individual campus clerkship. Each separate review should generate one report. Then there will be one final review in agreement with each campus.

Many reviews have been completed. The next step is the three MEC members leading the review from each campus will meet to provide a complete final review that provides and overall review of the clerkship. This will help to compare and identify individual strengths and areas needing improvement as an overview of equivalent experience provided to students across
The family medicine review will be presented at the next meeting in May. Emails may be sent to Dr. Hartig requesting examples of reports. Family Medicine and Pediatrics will be reviewed next. There may be additional MEC meetings over the summer to provide assistance and complete the review process.

**STEP 1 PERFORMANCE UPDATES** (Craig Hoesley)
See attachment “Step 1 Results thru 2012 for MEC.” This data will be presented on an annual basis.

**DEVELOPMENT OF NEW ONLINE EBM COURSE** (Terry Shaneyfelt)
Dr. Terry Shaneyfelt presented the EBM project which uses online teaching and videos. The project incorporates different learning styles where students have a choice to study by video, paper, or PowerPoint. Students will have online availability to solve real world problems in the medicine aspect. This will be available by most electronic devices such as IPads, IPods, IPhones, PCs and etc. When a student enters a response, immediate feedback is provided for comparison of answers. It is desired so students have as much contact time as possible. Group projects will be assigned. A different student will lead the group each time to develop their experience with leadership roles. Use of this course is suggested in late second year after students have gained clinical judgment and knowledge. It has been discussed making this available to second year students for board prep.

Edmodo, familiarized by Lee Meadows, is an interactive online social site which is a safe and secure educational Facebook type of learning that will be used in this course. A couple of features are online quizzes, article posting, video adding capability, and message boards. This course will use the site for group discussions required throughout the course where student can receive feedback. This feature allows teacher presence in monitoring of postings and response to group discussions. It will be a place for reflections with the convenience of communication with students by virtual office hours.

Conventional students and MD/MPh students have been identified to test the course and give feedback. The MEC will have a chance to vote yes or no for implementation. Access to the website will be made accessible to the MEC to review once it is fit for presentation.

**MEC ANNOUNCEMENTS** (Cathy Fuller)
There may be additional MEC meetings held over the summer and April. Updates to MEC bylaws are in process as well as the MEC website where they will be posted. MEC membership is in process of being updated.

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Next MEC Meeting May 21, 2013