MINUTES
MEC MEETING
12:00pm Volker Hall 302
Tuesday – June 10, 2014

Members in Attendance: Chair – Dr. Cathy Fuller, Drs. Michael Barnett, Mason Frazier, Shawn Galin, Craig Hoesley, Caroline Harada, J.R. Hartig, James Jackson, Laura Kezar, Robin Lester, Peter Smith, Kristina Panizzi Woodley, and Marjorie Lee White. Ryan Khodadadi, MS-1; Valeria Makeeva, MS-2; Vince Laufer, MS-3; and Allan You, MS-3.

Huntsville: (by videoconference) Drs. Lanita Carter, Anupama Yedla, Parekha Yedla.

Tuscaloosa: (by videoconference) Drs. Heather Taylor, Thad Ulzen, James Leeper, and Erica Young, MS-4. Montgomery: (by videoconference) Dr. May Jennings.

PEDIATRIC CLERKSHIP REVIEW (Cathy Fuller) see presentation.
This is the last of the clerkship reviews. The reports were combined from all three review teams and led by Teresa Wilborn for the Huntsville review, Parekha Yedla for the Tuscaloosa review, and Cathy Fuller for the Birmingham review.

CLARIFICATION OF AI REQUIREMENTS (JR Hartig)
- It is necessary for the MEC committee to have a greater role in some of the educational and curricular processes.
- AIs on Tuscaloosa and Huntsville campuses for rural students were connected to the Family Medicine Clerkship. As a process of the past LCME site visits, it was felt that those did not need to be directly linked as requirements because it potentially created an issue of comparability across campuses.
- In the past, the MEC made recommendations as part of the clerkship review process some issues were addressed and changed.
- An issue came up recently from the Tuscaloosa campus that there is lack of clarity of setting expectations of students, oversight, and evaluation capacity, and the presentation of the material. Some of the educational leaders discussed the issues and came to a solution and a way to move forward. The goal was to provide clarity for students in orientation as well as distinguish some of the requirements that were necessary for the rural medical scholars program versus students that were located on the Tuscaloosa campus but were not part of the RMSP program.
  - Students were provided orientation for their family medicine clerkship which was a portion of their third year curriculum as well as for their acting internship which is essentially part of the 4th year curriculum but which may at times occur at the end of 3rd year. The problem was that the entire orientation would occur at one time. The solution that was put forward was that there should be one clerkship orientation for family medicine that involves all the third year students with all the same objectives and requirements regardless of which track they are in. A separate second orientation should be given for students that are in the rural medical scholars program (RMSP) as well as for the other students in Tuscaloosa who are not part of the RMSP program. This must be considered, evaluated and voted on by the MEC being the oversight body of the school.
The AIs must have their own objectives that align with the objectives approved by the MEC. Additional track or specific AIs could have objectives beyond the base, which is true of any AI. For example, the Rural Medical Scholars may have part of their project as part of their objectives, but this need not be expected of students who are not in that program.

**REVISION OF MEC BYLAWS** (Cathy Fuller)
There will be a brief adjustment to the bylaws to the MEC and MEC Exec Membership for an additional ex-officio nonvoting member. The new title will be LCME Compliance Officer which will be served by Dr. Kristina Panizzi Woodley. A vote will be sent out to the MEC for approval of this change.

**MEC ANNOUNCEMENTS** (Cathy Fuller)
The Integration Task Force’s first meeting is Wednesday, June 11, 2014. Two articles will be emailed to review, discuss and consider. Email J.R. Hartig to be added to the Doodle Poll event invite and email distribution list to attend meetings.

The Clinical Subcommittee Retreat is scheduled for Thursday, February, 15, 2015 from 12:00 p.m. to 3:00 p.m.

**Next Meeting of July 1, 2014 will possibly be cancelled.**