

1. **Approval of the agenda:** Approved.

2. **Approval of the Minutes of July 9th:** Moved by M.Hitchcock and seconded by D. Cook. Passed.

3. **One Minute Updates:**

- Diane Heestand – Problem: Dean management. Success: WebCT for graduate medical education.
- Maurice Hitchcock – Problem: Resources for education in a research-intensive university. Success: generating money from training programs.
- Frank Schimpfhauser – Problem: Dean management. Success: New curriculum looks good; SP program works well.
- Steve Spector – Problem: New curriculum. Success: Computerized logbook for clerkships.
- John Littlefield – Success: Good new assistant dean for GME. Challenge: Resources for new development.
- Robin Harven – Problem: Expanded services without much more resources. Success: Sabbatical leave.
- Jamie Shumway – Problem: Outcomes-based curriculum, assessment is driving the opportunity. Difficulty: Small staff and hard to find adequate funds for a small market university.
- Les Sandlow – Challenges: Retiring Faculty; finding adequate replacement; also need faculty development personnel. Success: Good web-based programs at residency level.
- Dale Dauphinee – Success: Two cycles of adaptive testing format works really well. Restructured objectives. Challenge: Key features developing on-line.
- Louise Arnold – Challenge: 4th Dean in four and a half years, stalls curriculum reform; Dean management for resources– understanding new faculty need to be interested in education Success: AAMC Parker Foundation grant for geriatrics and gerontology.
- Sheila Chauvin – Success: Enlarged office staff; great Faculty Development. Program Challenge: Dean management.
- George Nowacek – Success: LCME – perfect score; technology use expands. Challenge: Faculty recruitment.
- Larry Gruppen – Internal review – opportunities to make changes – good support from the Dean’s office. Major role in UGME and GME.
- Mark Albanese – Challenges: Competency-based curriculum – comprehensive assessment at the end of the third year. Developing the evaluation on more global scale, on-demand assessment. Software, confidentiality, etc.
- Carol Hodgson – Challenges: New curriculum is problem and challenge. Thin PBL thread causing problems with the faculty. A few new people. LCME review coming in.
- Ros Woodhouse – Challenge: Increased student enrolment integration of educational resources. Success: coherence, integration of curriculum.
- Bob Galbraith – NBME Challenge: Major reorganization in the last few months. Reconnection with medical schools.
- David Cook – Success Inter-professional education. Problems: Recruitment of facilitators/balkanization of medical education

- Karen Mann – Partnership with education – new MEd program in medical education. Problems revitalizing the small group tutorial process
- John Shatzer – Dean embraces medical education and is trying to change the culture. Challenge: Five new initiatives, in Faculty Development.

4. **President's report:** John will report on the COS searchable database for medical education funding on Friday. Planning for the leadership conference with the GEA is underway. Linda Perkowski is our representative.

Elections: George Nowacek will be the president-elect. Amy Blue will join the executive. Diane Heestand will become the Treasurer.

5. **Treasurer's report:** George is projecting a year-end balance of approximately \$18,000, a slight increment over last year. It was suggested that perhaps we don't need to have such a big balance. Dale Dauphinee noted that some meeting locations require a larger deposit than in the past. Sheila Chauvin noted that although we have not applied for it, we do meet the guidelines for a non-profit organization. It seems it is appropriate for us to retain sufficient balance to support some new initiatives. George mentioned that credit cards can be used for dues payment.

6. **Membership report:** Ronald Markert from Creighton has been approved. There are about seven membership applications in progress. About 25 applications are in various stages of completion. Four people are leaving their positions and Sheila is in the process of following up. Sheila thanked the members for the networking and recruitment that has resulted in some new members. She asked that potential members be directed to the website, and also be given Sheila's e-mail address. This will ensure that the process is streamlined, and that people who apply are eligible. Sheila thanked George for setting up the basis for our membership database on the website.

7. **Invited review program report:** Two calls for submissions have been sent out. There is one new review by Joe York at UIC. Two updates are in progress; they are by Mark Albanese, and David Irby. Judy Shea has replaced Mark on the review committee. There is currently a call for proposals, which are due in September. There is usually at least one review supported each year.

8. **Technology report:** George brought the members up to date about the technological improvements available to the members. The annual or biennial survey can also be put on the website. Also, membership surveys, etc., can be conducted electronically.

9. **Future meetings:** Fall meeting. This will be on Sunday November 4th. There will be a business meeting at the Sofitel, followed by dinner. More details to follow.

Next year's meeting will be in Vail, at the Vail Cascade hotel, July 14th-17th. Robin invited anyone who would be interested to stop in Denver for a day prior to the meeting. The following year we have been invited back to Santa Fe. **Please note these dates have been changed.**

John Shatzer noted that this would be his last meeting, prior to his completing the office.

Robert Galbraith noted that Deb Kuhar has left the NBME. The grant program will continue, with possibly some additional grants. Robert also noted that some initiatives have been undertaken outside the NBME. There was some discussion about the SP exam, not likely now to be mounted before 2004.

Dale updated the group, noting that Robyn Tamblyn is doing extensive research in large databases looking at outcomes research.

The meeting adjourned at 7:00 p.m.