**MEDICAL EDUCATION COMMITTEE**  
**MINUTES: MEETING OF JANUARY 10, 2007**

*Members Present:* Drs. Craig Byus, Ronald Edelstein, Hugh Gelabert, Theodore Hall, Mark Noah, Dotun Ogunyemi, Neil Parker, Shobita Rajagopalan, Michael Sofroniew, Randolph Steadman, Margaret Stuber (Co-Chair), John Tormey (Co-Chair), and LuAnn Wilkerson.

*Students:* Aron Bruhn, Justin Cheongsiatmoy, Kevin Koo, Amit Lakhanpal, and Jonathan Marron.

*Guests:* Joyce Fried, Drs. Louis Cregler, Hy Doyle, Phyllis Guze, Alan Robinson

*Staff:* Louise Howard, Gezelle Miller, and Christina Yoon.

*Time Called to Order:* 4:35pm  
*Time Adjourned:* 6:15pm

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<th>AGENDA/NAME</th>
<th>DISCUSSION/RECOMMENDATION</th>
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<td>Physical Space Update – Dr. Alan Robinson</td>
<td>After the last LCME visit, the School was told that the physical space was adequate for the current class size; however, if there are plans to enlarge the class size, then the School would need to modify the physical space plan in order to accommodate a larger number of students. This prompted the initial discussion of renovating the Crump building into a new medical education building in the future with the intention of increasing the class size by 30%. In the meantime, however, an interim plan was discussed, which was to use the first floor of CHS as a temporary medical education space. There would be a new student lounge, more small group teaching rooms and education/administration offices, etc. There are also plans to have a dedicated simulation space on the first floor. The goal is to have a centralized simulation area. There will also be space for surgical simulators as well. Dr. Steadman and a fourth year student, Ashwini Sagar, gave a presentation to the Board of Visitors and they prompted one of the Board of Visitors to donate $1 million for this simulation space.</td>
<td>Informational</td>
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| PRIME – Dr. Phyllis Guze | PRIME stands for Programs in Medical Education. The basic goal is to increase the medical school class size in all five medical schools in California by 10% and eventually go up as high as 30%. This program would be used to fulfill one of the goals of the Governor which is to increase the healthcare of the underserved in California and to use Telemedicine as one of the tools to expand into those areas. PRIME will look to recruit 18 students who have a commitment to serving the underserved. Dr. Guze was asked to chair a committee to make a proposal for this program. The committee decided to rename the program and call is PRIME | Informational |
PLUS – **PRIME Leadership for the Underserved.** UCLA will focus on developing people who will provide leadership in serving in undeserved areas. The class will begin in 2008.

PRIME is a five year program that will give opportunity for students to get an advance degree. Dr. Robinson stated that there would be no tuition or fees during that extra year of the program. Students will have a prematriculation experience and there will be a separate subcommittee for admissions. Students will participate in PRIME college sponsored activities from year 1. There will be special Doctoring groups created for these students in year 3. The clerkships will be assigned in areas that serve the underserved. Please review the attached handout for detailed list of recommendations and description.

The committee will finalize the report and *will submit* it to the Dean’s Office for approval. UCI already has a program implemented. UCSD, UCSF, and UCD are accepting students for the 2007 academic year. UCLA received an extension due to its space issues. It was noted that Drew and PRIME have a different foci where Drew focuses on training people to practice in urban underserved areas whereas PRIME focuses on developing leaders on education and care in underserved areas. It was mentioned that this would come back to the MEC so that the revised graduation competencies can be reviewed and approved.

**USMLE Step 2 Requirement & Deadline – Dr. Neil Parker**

Dr. Parker asked the MEC to consider requiring students to pass the USMLE Step 2 Clinical Skills Exam in order to graduate. Currently, students are only required to sit for the exam. Dr. Parker also asked the MEC to consider moving the deadline to take the exam earlier than the current deadline.

It was decided to take a straw vote. Dr. Parker moved to require student to pass the USMLE Step 2 Clinical Skill Exam in order to graduate. This motion was seconded and was unanimously approved.

Dr. Parker asked if students should take the Clinical Skills Exam by the end of December. Aron Bruhn thought that this should not be required in order to give students more flexibility. It was decided that this agenda item would be discussed in greater detail at the next college chairs committee meeting and brought back to the MEC for a formal vote.

The MEC took a straw vote approving the requirement of passing the USMLE Step 2 Clinical Skills Exam in order to graduate. This agenda item as well as the item regarding the deadline of the exam will be discussed the next college chairs committee meeting and brought back to the MEC for a formal vote.
| Minutes | The December meeting minutes were approved as written.  
Dr. Tormey followed up on the action items discussed in previous meetings:  
1. The subcommittee to review the CPX exam is being formed  
2. The policy on timing of release of grades in HB&D was revised, incorporating MEC’s suggestions. It was discussed again at the HB&D meeting and the HB&D committee tacitly approve the policy as revised. It was decided that the MEC student representatives will be responsible for communicating to the Class about the revised policy and that Dr. Wilkerson will be responsible for getting the policy posted on ANGEL and into all of the block syllabi. | The December meeting minutes were approved as written. |
| UCR Update | Dr. Byus reported on the formaldehyde exposure problem that UCR has recently dealt. They are making sure that the level of formaldehyde is monitored in their laboratories. | Informational |
| Producer | Dr. Wilkerson reported that the HB&D Committee met on Monday night and had a lively discussion of students’ request to use a software called, Producer. Producer is a new software that allows us to record a lecturer and synch his/her slides and produce them as both a streaming video or a MP3 file that students can download. The HB&D Committee agreed to let students use Producer with the understanding that certain logistics need to be ironed out. Dr. Tormey added that the use of Producer was approved as an experiment to see if any modifications need to be made after seeing how it is being used. Better quality recording equipment will be provided to the students by the School, but the recording and synching the slides will depend on the willingness of each class to designate someone to be responsible for sitting in lectures to work on this assignment. | Informational |