

MEETING DETAILS							
Name	CQI Steering Committee Meeting						
Purpose	Review status of Survey Report and accreditation process						
Date	12/02/20						
Goals	Prepare for development of CQI initiatives for committee						
Location	Virtual						
Meeting Agenda	Description	Owner		Start	End	Time	Notes
General Business							<p>We received the draft Survey Team Report on November 9; A response was sent to the Survey Team for factual and tone corrections. A variety of the corrections were accepted, some were rejected. There were no adjustments to the Element findings. Currently, we have 13 Unsatisfactory and 3 Satisfactory with a Need for Monitoring Elements. The final Survey Team Report with these corrections incorporated will now go to the LCME for their review at their meeting in February. After this meeting we will receive our final citations and accreditation status.</p> <p>There were 3 findings that we did not anticipate related to oversight and the appeals process of the scholastic standing committees, the extent of the need for faculty appointments for individuals who supervise students, and formative feedback related to mid clerkship feedback in the clerkship years.</p>
Steering Committee Dashboard Overview	Review the Dashboard for content, placement or updates	Joe Oppedisano					We would appreciate any feedback on the dashboard; Link provided to committee members
Special Topics							
Review Survey Team Report		Robert Englander					Link provided to committee members
Review UMMS Response to Team		Robert Englander					Link provided to committee members
CQI Priorities							
Review Status of Current CQI Projects	Discuss next steps to develop QIPs for each finding with stakeholder for next meeting	Robert Englander					QIPs have been templated for each Element with a citation; work will begin to create a QIP with the relevant stakeholders to be reviewed at the next CQI Steering Committee meeting
Additional Concerns	Discuss anything not covered above	Mark Rosenberg					5-min buffer to discuss any additional ideas or concerns
Actions for Follow-up	Due Date	Owner					Notes
Invite Dr. Nunez to be a member of the CQI Steering Committee	12/30/20	Mark Rosenberg	High	12/03/20	12/30/20		Committee members were in agreeance that Dr. Nunez be invited, especially considering our anticipated citation
Schedule next meeting for January	12/07/20	Joe Oppedisano, Tami Brown	Medium	12/03/20	12/16/20		
TRUE	Schedule meetings with owners of each findings	01/08/21 Ali Niesen, Joe Oppedisano, Mark Rosenberg, Robert Englander	High				Identify owners for each area cited and schedule meetings with the owners to develop the appropriate QIPs.
Attendees	Department/Role	Email Address					Notes
TRUE	Mark Rosenberg (Chair)	OME	Mark Rosenberg				
TRUE	Joseph Oppedisano	UME	Joe Oppedisano				
TRUE	Ali Niesen	UME	Ali Niesen				
TRUE	Robert Englander	UME	Robert Englander				
TRUE	Amanda Termuhlen	OFA	Amanda Termuhlen				
TRUE	Paula Termuhlen	Regional Campus Dean	Paula Termuhlen				
TRUE	Peter Nalin	Faculty - Dept Head	Peter Nalin				
TRUE	Tom Hays	Faculty - Dept Head	Tom Hays				
TRUE	Austin Calhoun	OME	Austin Calhoun PhD				
TRUE	Robin Michaels	Student Life - DU	Robin Michaels				
	Dimple Patel	Admissions	Dimple Patel MS				Admissions committee meeting
	Ezgi Tiryaki	Faculty	Ezgi Tiryaki				
	Tami Brown	UME	Tami Brown				