**4.11.2023 Individualization Phase Committee Meeting Minutes**

* Welcome and Introduction (Dr. Wilson, Dr. Li, Alicia Anderson):
  + Dr. Winston- interim Individualization Phase Committee chair
  + Dr. Coe- new Assistant Dean for Clinical Curriculum
  + Dr. Neece- many positions at Novant Health Charlotte campus
  + Sarah and Yoshiko- new Senior VPs of Curriculum Affairs
  + Arvind Sivashanmugam- new Senior VP of Education
  + Darshana Panda and colleague- new Indy Phase class presidents
* February minutes approval
* Student updates (Alicia Anderson, Sarah Holdren)
  + Alicia- outgoing students are one month away from graduation, working on residency paperwork
  + Sarah- new students are in block 2, many studying for Step 2, overall going well
* Campus Feedback: none
* New Course Approval (Jen Burkhart, Dr. Wilson, Dr. Larson):
  + 2 new AI’s: emergency medicine in Moses Cone, Orthopedics in Wilmington
  + 2 new electives: 2-week family medicine in Charlotte, 2-week POCUS in Chapel Hill
* ACLS Announcement (Jeff McQueen)
  + Now one day course, completed on campus (ACC, eventually Roper Hall)
* Mid-Point Evaluations and Course Review (Dr. Wilson)
  + Will be coming up in the next two months with course directors and Dr. Wilson and/or Dr. Li (not for students)
* LCME Corner (Dr. Enarson)
  + Element 9.1: Preparation of Resident and Non-Faculty Instructors
  + Element 9.2: Faculty Appointments
  + Element 9.4 Assessment System
  + Element 9.6: Setting Standards of Achievement
* CBA Discussion (Dr. Li, Dr. Wilson)