**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)