July 2014 Minutes

Present: Nafees Ahmad, Helen Amerongen (acting chair), Sean Elliot, Ed French, Kevin Moynahan, Paul St. John, Amy Waer.

1. **AMES/OMES Teaching Scholar applicants**: we briefly reviewed the applicants and accepted 4 of the 5 applicants.  The applicant not accepted sent a very sketchy application.  We decided to give that person the opportunity to submit more detailed replies to the application questions and we will reconsider the application next week if it is resubmitted.  Some concern was expressed about the fact that there were no basic science faculty among the applicants.

2. **Review of current AMES member contributions**: we agreed that member contributions should be reviewed annually with a request that each member submit a summary of their Academy-related participation in the previous year and a plan for their contributions in the coming year.  Members who are non-contributing can opt for inactive status and/or may simply be offered inactive status.

3. **Target number of AMES members**: After some discussion we agreed on 16 as a number not too big to interfere with having a good working group and big enough to contribute to forward momentum.  Sixteen is a maximum number and there is no expectation that we will fill all 16 positions.  The actual number accepted will depend on the quality of applicants.

4. **Recruitment/selection of new AMES members**:

a. AMES nominations of Bill Rappaport, Patricia Lebensohn and Diana Darnell: we agreed that we should wait on making a decision until we have put out a general call for applicants.

b. We agreed to do a College-wide solicitation of applications.  Sean has now sent the wording used on the previous solicitation (March 2012) for review by AMES members.  We hope to send out a revised call for applications in the next few days, with a deadline of August 15th. We plan to review the applications and make decisions at the August 18th AMES meeting.

c. Kevin pointed out that the UCSF academy has very rigorous criteria for membership, and suggested that we review the UCSF Academy website for ideas re expectations of Academy members.

d. We decided that we would not automatically offer membership to Lifetime Teaching Award holders, since membership requires active contributions to scholarship and service, and an expectation that members will attend meetings.

5. **AMES Journal Club fall semester series**: The topic for the 4 meetings will be evaluation of education interventions.  We will continue to meet on the second Friday of the month at 4 pm, September through December.

6. Given that Celia O’Brien has left the Com and her position has been taken over by Bryna Koch, Amy suggested that Bryna be invited to serve as a resource to AMES and all agreed.

**Action items:**

- Review the UCSF Academy website (<http://medschool2.ucsf.edu/academy/members/expectations.aspx>) and consider criteria for our own AMES membership.

- Review the draft Call for Applications sen tout earlier today by Sean (and suggested revision sent out by Helen) and give input.

- Volunteer to co-present a journal club session (all sessions are presented by a minimum of two presenters).