

AMES Meeting of Apr. 20, 2015
Minutes

Members present: Bill Adamas-Rappaport, Conrad Clemens, Sean Elliott, Paul Gordon, Patricia Lebensohn, Art Sanders, Paul St. John (Chair).

Resource: Bryna Koch (OMSE)

The meeting started at 8:00 am.

1. Paul St. John announced that AMES approved funding of 16 travel grants, for a total of \$12,000. One person who was awarded a grant later learned that she would be unable to attend the conference.

2. Paul St. John announced that an ad hoc selection committee of Art Sanders, Marc Tischler (chair), and Amy Waer had chosen two finalist applications (from five submitted) to receive a special award of \$2,500 to participate in a medical education-related course. The two finalists were Chad Viscusi, MD (Emergency Medicine) and William Adamas-Rappaport, MD (Surgery). In an email vote by members, Chad Viscusi's proposal got the most votes and was awarded funding. Paul St. John announced that that would leave over \$11,500 uncommitted in this year's AMES budget. After discussion, members decided also to approve up to \$2,500 for William Adamas-Rappaport's proposal. Both recipients will be expected to disseminate at UA-COM what they learn at their courses.

3. Members discussed possible uses of the funds remaining in this year's budget. Paul St. John reminded members that unspent funds in this year's budget can not be "rolled forward" into next year's budget. Paul St. John told members that AMES will be asked to help cover costs associated with the upcoming AMES/OMSE Medical Education Research Day. That will still leave several thousand dollars uncommitted. Members suggested inviting an outside speaker for the Medical Education Research Day, using AMES funds to cover travel expenses and honorarium. Kevin Moynahan suggested Molly Cooke, MD (UCSF), the members agreed, and Paul St. John agreed to contact Dr. Cooke. Paul St. John also said that he himself planned to send AMES a special request for funds related to program evaluation and the new CBI course in particular.

4. Members brainstormed about three related issues: 1) Making the best use of the funds in the AMES budget. 2) Strategies to protect the AMES budget from administrative cuts. 3) How to take a more prominent role – and generally raise the profile – of AMES. Suggestions included presenting an annual report on AMES activities to the faculty and administration via a general faculty meeting; announcing newly elected AMES members and presenting them with plaques/certificates at a general faculty meeting; annual letters of appreciation to the department heads of AMES members; continuing to support and expanding the annual Medical Education Research Day; AMES chair regularly attending TEPC meetings and department heads' meetings; AMES chair attending national meetings of the Academies Collaborative. Members suggested forming an (ad hoc) committee to develop strategies to make AMES more prominent.

5. Members discussed the revised AMES Mission Statement that had been sent out in the meeting packet. One revision was approved by acclamation. The revised Mission Statement was unanimously approved, is attached to these minutes, and will be posted at the AMES website. The Mission Statement may be revised again at any time and should be reviewed and re-approved every year.

6. Members discussed a proposal to change the start and end dates of the AMES chair's term to July 1-June 30. This would align it with the start/end dates of the fiscal year. This proposal was unanimously approved. Members then voted to shift to the new dates by extending one chair's term by 6 months, to 2.5 years; subsequent terms would remain 2 years long. Finally, members voted to apply that extension to the current chair's term. Thus, Paul St. John's term as chair is now scheduled to end June 30, 2017.

7. Members briefly discussed whether to create additional categories of membership(s) in AMES. No specific proposal was offered, and no vote was taken. Possible new categories that were mentioned included one with finite terms, for faculty, and possibly membership categories for students or residents. This question will be discussed more in the future.

The meeting adjourned at 9:00 am.

Submitted by Paul St. John (Chair)