

**Advisory Graduate Medical Education Council (AGMEC)**  
**Minutes of meeting on 3/29/18**  
**Clinical Academic Building**  
**125 Paterson Street, New Brunswick, NJ**

DRAFT for AGMEC members

Voting Members Present:

Michael Kelly, MD- Chair (designee of Chancellor of Rutgers Biomedical Health Sciences)  
Christopher Gribbin, MD- Ex Officio (President Medical Society of New Jersey) \*  
Fred Jacobs, MD- Governor appointed public member  
Robert Johnson, MD- Ex Officio (Dean, Rutgers New Jersey Medical School) \*  
David Kountz, MD- Governor appointed public member\*  
Justin Sciancalepore, DO- Governor appointed public member  
John Sensakovic, MD (designee of Seton Hall University Hackensack Meridian School of Medicine)  
Susan Volpicella-Levy, DO Ex Officio (New Jersey Association of Osteopathic Physicians and Surgeons) \*

Non Voting Members Present:

Edward Lifshitz, MD- Commissioner of Health Designee\*  
George Scott, MD- NJ Board of Medical Examiners Designee\*

AGMEC Counsel

Jennifer Hoff, Esq.

Public Attending:

Anthony LaBue  
Paul Ramey  
Richard van Wagner

\*attended via conference call

I. Call to Order

Michael Kelly, MD, AGMEC Chair, called the meeting to order at 2PM. A quorum of eight voting members was present, either in person or via telephone.

Dr. Kelly announced that notice of the meeting was provided in accordance with the provisions of Chapter 231 of the Open Public Meetings Act of 1975. Notice was filed with the Secretary of State, was faxed to several newspapers throughout the state and was posted on the website of the New Jersey Commission on Higher Education.

II. Members of the Council and their representative constituencies were introduced. Members of the public present were also given a chance to introduce themselves.

III. The minutes of the December 6th, 2017 meeting were reviewed. Dr. Kelly noted that a correction was made to denote which members attended via conference call. No further corrections were offered; a motion was made and seconded to approve the minutes as corrected. The Council voted to approved the motion.

IV. A motion was made, seconded and approved by the Council to enter executive session. The Council entered executive session; at the conclusion, the Council returned to open session.

V. Discussion was held regarding the process for alternatively accredited medical schools to apply to operate clinical clerkships within the state. Dr Kountz reviewed the work of the sub-committee charged with developing proposed regulations. The committee members included Drs. Kountz, Jacobs, Sciancalepore and Scott and Ms. Hoff. The sub-committee met in January and March; Dr Kountz also conducted a phone call with the chair of the New York State Board of Regents and the Commissioner of Higher Education. The group reviewed the process by which New York State accredits foreign medical schools (alternatively accredited schools). The process includes a self-study document and a site visit to the school. The requirements are based on 78 standards, similar to the standards of the Liaison Committee on Medical Education. The sub-committee felt the process was robust and consistent with the goals of AGMEC. Discussion was held subsequently as to the type and length of rotations that would require AGMEC review and approval, as the current statute does not specify the characteristics of the rotation. It was suggested that the sub-committee consider this issue as part of developing the application process; it was also suggested that this could be considered when a school applies for new rotations or expansion of current ones. The sub-committee was also asked to consider if there should be a time limit on the length of accreditation. The sub-committee will continue its work, in conjunction with the State, to draft regulations as well as a guidebook.

The public was offered the opportunity to comment on this item on the agenda. Comments included an appreciation of the work the sub-committee had done to date; a request was made to consider allowing institutions to begin the application process while the regulations are in draft form. The council appreciated the input from the public members.

VI. The other sub-committees, on the review of annual reports and on the application for new/expanded clerkship rotations have yet to meet.

VII. Dr. Kelly noted that an application has been received from St. George's University School of Medicine to begin clerkships at Jersey Shore University Medical Center. The application was reviewed by Drs. Kelly and Lifshitz. A request for clarifying information will be sent to St. George's. A discussion then followed in regard to the documentation required in reviewing such applications, the length of approval and other considerations that should be taken into account. These items will be referred to the sub-committee for review of applications for new/expansion of rotations.

VIII. A brief discussion was held on the scope of AGMEC's responsibilities and duties under the relevant statute.

VII. There being no new business, the meeting was adjourned.

Respectfully submitted,  
Michael Kelly, MD Chair, AGMEC