

Advisory Graduate Medical Education Council (AGMEC)
Minutes of meeting on June 20th, 2017 at 9AM
Child Health Institute of New Jersey, Room 3101
89 French Street, New Brunswick, NJ

DRAFT for AGMEC members

Voting Members Present:

Michael Kelly, MD- Chair (designee of Chancellor of Rutgers Biomedical Health Sciences)
Marilyn Althoff, MD- Governor appointed public member*
Fred Jacobs, MD- Governor appointed public member
David Kountz, MD- Governor appointed public member
Justin Sciancalepore, DO- Governor appointed public member
Robert Johnson, MD- Ex Officio (Dean, Rutgers New Jersey Medical School)*
Jeff Levine, PhD- Ex Officio
John Slotman, Ex Officio (Representative of NJHA)
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- New Jersey Board of Medical Examiners*

Voting Members Excused:

Christopher Gribbin, MD
John Sensakovic, MD

AGMEC Counsel

Jennifer Hoff, Esq.

* Present via telephone

I. Call to Order

Michael Kelly, MD, AGMEC Chair, called the meeting to order at 9AM. A quorum of nine 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. It was noted that the New Jersey Council of Teaching Hospitals is no longer functioning. Members of the public present were also given a chance to introduce themselves although this was not recorded for the record.

III. Discussion and identification of open items

-The January 17, 2017 application submitted on behalf of St. George's University School of Medicine (SGUSOM) for expansion of approved clerkship positions at St. Peter's University

Hospital (SPUH) and the additional information provided in response to queries from the AGMEC chair were reviewed by the members. A motion to approve the request was made, seconded and approved by the council. Dr. Jacobs abstained from the vote on this motion.

IV. Review of past processes utilized to carry out actions of AGMEC

- A brief discussion on the role of AGMEC and its past history was held.
- A motion to enter into Executive Session was made, seconded and approved by the council. The members of the council entered into Executive Session and subsequently returned to the open meeting.

V. Discussion regarding creation of regulations and other actions of AGMEC

- A discussion was held regarding the creation of sub-committees of AGMEC to carry out delegated responsibilities and actions. The following sub-committees were recommended and approved; members agreeing to serve on the sub-committees are noted in parentheses.
 - o Sub-committee for draft regulations for application by alternatively accredited medical schools to operate a clinical clerkship program in New Jersey (Drs. Kountz, Jacobs, Scott)
 - o Sub- committee to review applications for new clerkships or expansion of current clerkships by alternatively accredited medical schools that have been approved by AGMEC (Drs. Kelly and Lifshitz and Mr. Slotman)
 - o Sub-committee to review reports submitted by approved alternatively accredited medical schools (Drs. Levine and Johnson)

VI. Discussion regarding scheduling of future meetings

- Mr. Slotman noted suggested that future public notices for AGMEC meetings be published in the Camden Courier Post or the Atlantic City Press, in addition to the Star Ledger.
- The council discussed the frequency of future meetings. The general sense was quarterly but no formal motion was made or adopted.

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

Respectfully submitted,
Michael Kelly, MD Chair, AGMEC