

**Rutgers New Jersey Medical School
Committee of Continuing Medical Education**

**Monday, December 5, 2022 / 1:00 – 2:00 PM
Virtual via WebEx**

Present:

Sarika Kalantre, MD
Rachel Kaye, MD
Michael Gerstmann, MD
Konrad Lebioda, MD
Mumtaz Niazi, MD
Paul Weber, MD, RPh, MBA

Excused/Absent:

Ada Baisre deLeon, MD
Judah Goldschmiedt, MD
Sarika Kalantre, MD
Sheldon Lin, MD
Housseinali Shahidi, MD
Patrick Dwyer

CCOE:

Elizabeth Ward

Meeting Minutes

Welcome and Introductions

Dr. Weber called the meeting to order at 1:05 pm.

Report of Activities

Ms. Ward presented a report of CE-accredited activities conducted or being planned from September 2022 through June 2023. The report includes a list of NJMS activities and well as other Rutgers and jointly provided activities.

Committee Members' Reports

The committee members reported on their current departmental CE activity planning.

- Pediatrics – Plans to switch from conduct Grand Rounds virtually to in-person in the near future. Some faculty are requesting to keep the virtual method. Planners are currently reviewing options.
- Radiology – Is incorporating AI topics into their monthly Grand Rounds series.
- Otolaryngology – Reported considerable improvement in attendance, variety of speakers and content quality since changing the series start time to 5 pm

SWOT Analysis

Dr. Weber briefly explained the purpose of conducting a SWOT. Since gaining Joint Accreditation with Commendation in July, Dr. Weber felt it was the ideal time to engage both medical school CME committees in recognizing factors, both internally and externally, that impact the functioning of RBHS' CE Program.

Committee members were asked to list the strengths, weaknesses, opportunities and threats of the CE program. Dr. Weber will collate to information provided, combined the comments with the information provided by the RWJMS committee last month and develop a master document for further discussion at a future committee meeting.

Dr. Weber closed the meeting by thanking everyone for being present.

Meeting adjourned at 1:45 pm.

Respectfully submitted,

Patrick Dwyer

Paul F. Weber, MD, RPh, MBA