



## GMEC Annual Calendar/Agenda

Standing agenda items (every meeting):

1. Approval of minutes from previous meeting
2. Old business/follow-up on items from previous meeting
3. Focused annual activities as listed below
4. Review and approval of (if applicable):
  - a. institutional GME policies and procedures
  - b. applications for ACGME accreditation of new programs
  - c. requests for permanent changes in resident/fellow complement
  - d. major changes in ACGME-accredited programs' structure or duration of education
  - e. additions and deletions of ACGME-accredited programs' participating sites
  - f. appointment of new program directors
  - g. progress reports requested by a Review Committee
  - h. responses to Clinical Learning Environment Review (CLER) reports
  - i. requests for exceptions to duty hour requirements
  - j. voluntary withdrawal of ACGME program accreditation
  - k. requests for appeal of an adverse action by a Review Committee
  - l. appeal presentations to an ACGME Appeals Panel
  - m. programs under special review
5. Review and approval of subcommittee reports (if applicable)
6. Quality and safety report
7. Learning & working environment, including CLER
8. Housestaff Committee report
9. SI & program accreditation statuses (review ACGME LONs)
10. ACGME updates
11. Miscellaneous

While the final agenda is created to meet the issues before the GMEC (issues handled as they occur), the GMEC is also tasked with focused annual activities that will be handled, when feasible, according to the following schedule (\*based on GMEC meeting every other month).

### July

ACGME Resident & Faculty Surveys  
Clinical and Educational Work Hours (Q4)  
AIR Action Plan Follow-up

### September

APes



AIR Action Plan Follow-up

November

Annual Institutional Review (AIR)

Clinical and Educational Work Hours (Q1)

January

Review of resident/fellow stipends & benefits

Clinical and Educational Work Hours (Q2)

March

APE Action Plan Follow-up

AIR Action Plan Follow-up

May

AIR Action Plan Follow-up

Clinical and Educational Work Hours (Q3)