

## Dewar COE Meeting Documentation Form

This form should be completed by all non-statutory committees/groups for meeting associated with the COE.  
Statutory committees are required to maintain formal minutes.  
The completed form should be filed according to approved COE policies and procedures.

Committee/Group Name: C + IT Program Group

Chairperson/Responsible Contact: E. Wiley

Purpose of Meeting: Discussion of New concentration in IT Med

Date: 3-19-15 Time: 1:00 Location: Conf. Room

Departments/Groups/Agencies Represented: EW, LL, SD; EH, LS, DK

Primary Outcomes: Discussion of roles and responsibilities for development of new concentration in IT Med. Discussed new process for field experience documentation for EdS.

Actionable Items/Planned Follow-up: SD will meet individually with designated course developers to discuss process and expectations.  
LS will prepare process for discussion on March 31<sup>st</sup> meeting.