Cardiovascular Disease Fellowship Program Evaluation Committee									
				Year 1 follow-up			Year 2 follow-up		
Date	Category	Summary	Action Items	Update since last meeting	Action Items	Resolved?	Update since last meeting	Action Items	Resolved?
4/2/2015	Resident Performance	Fellow evaluations were reviewed. Limited evaluations were available due to low evaluation completion rates.	Develop system to increase completion rates Educate faculty on importance of evaluation completion.	4/2/2016 Completion rates have increased to 90% within 2 weeks of rotation completion. Evals lack quality information	Faculty require education on milestones. Encourage Faculty to provide meaningful feedback	No			