

**Curriculum Evaluation and Management Committee (CEMC) Meeting Minutes**  
**Monday, April 10, 2023 @ 2:00 pm via Zoom**

**In attendance:** Jon Allen, Sandi Bates, Kurt Borg, Pat Carr, Clint Hosford, Megan Denis, Clint Hosford, Adrienne Salentiny, Andrea Guthridge, Richard Van Eck.

**Not in attendance:** Kara Eickman, Rebecca Maher, Jane Dunlevy, Devendra Pant, Erika Johnson, Susan Zelewski.

**Minutes submitted by:** Dawne Barwin

**Reviewed by:** Adrienne Salentiny

**Approved by:** Clint Hosford and Andrea Guthridge

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	<b>Meeting called to order at 2:10 p.m. by chair, Adrienne Salentiny</b>	Information
2. Business	<b>Minutes from March 27, 2023</b>	<b>MSC to approve March 27, 2023 minutes. Clint Hosford / Andrea Guthridge // carried.</b>
3. Mapping	<p><b>a.) Updates:</b></p> <ul style="list-style-type: none"> <li><b>i. Mapping test for new LCME terms</b> <ul style="list-style-type: none"> <li>○ Adrienne Salentiny explained that the mapping test for new LCME terms will include up to Unit 5 is currently being worked on.</li> </ul> </li> <li><b>ii. Clinical Reasoning – Jon Allen</b> <ul style="list-style-type: none"> <li>○ Jon Allen stated that he submitted what the Clinical School Group has asked for but has not yet heard back. He will hopefully hear before the next meeting.</li> </ul> </li> <li><b>iii. Mapping to Events – Rick Van Eck</b> <ul style="list-style-type: none"> <li>○ There is no new information. Becca Maher will be looking into what it would take to map to events and whether we could do that via session objectives or mapping terms. Adrienne Salentiny will check on that progress.</li> </ul> </li> </ul>	Information

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	<p><b>iv. Process for identifying un-used P1C Objectives.</b></p> <ul style="list-style-type: none"> <li>○ Adrienne Salentiny states that the medical elective students submitted a list of unused Phase 1 objectives to her and she will present this information at a future meeting. Someone from the Subject Matter Expertise Pool will look at it and talk about any additional mapping updates, questions or concerns in regards to mapping.</li> </ul>	
4. Data Collection	<p><b>Data Collection for 2023 Reports – Update</b></p> <ul style="list-style-type: none"> <li>a. Status Report <ul style="list-style-type: none"> <li>○ Adrienne Salentiny has downloaded all the Units 1-8 grade books and has started a spreadsheet to organize the information. We want to know how students perform on each competency.</li> </ul> </li> <li>b. Timeline for reporting <ul style="list-style-type: none"> <li>○ We want to make sure we have all the data collected and back to the committee chairs by the end of July, then they can get the reports approved and then back to UMEC in time for the Medical Curriculum Retreat on October 26, 2023.</li> </ul> </li> </ul>	Information
Future Agenda Items:	<ol style="list-style-type: none"> <li>1. CVL discussion will be at the 4.24.23 meeting. We are looking to streamline the process.</li> <li>2. We are getting closer to officially launching the Mentimeter polling.</li> <li>3. We launched the Teaching Academy; this is a group of faculty dedicated to building active learning items for our medical curriculum.</li> <li>4. Anthology Milestone which is the badging software, is in the process of being launched. As per Rick Van Eck, there is an issue between the UND student organizations and their badging project and how SMHS use of Milestone will work together.</li> <li>5. Adrienne Salentiny and Andrea Guthridge are attending the Central Group on Educational Affairs Conference in Indianapolis next week and will report on their findings when back.</li> </ol>	Information
4. Adjournment	Meeting was adjourned at 2:24 p.m.	<i>The next meeting is scheduled April 24, 2023 at 2:00 pm via Zoom.</i>

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