

Curriculum Evaluation and Management Committee (CEMC) Meeting Minutes
Monday, April 24, 2023 @ 2:00 pm via Zoom

In attendance: Pat Carr, Megan Denis, Andrea Guthridge, Clint Hosford, Adrienne Salentiny, Richard Van Eck, Susan Zelewski

Not in attendance: Jon Allen, Sandi Bates, Kurt Borg, Jane Dunlevy, Kara Eickman, Rebecca Maher, Devendra Pant, Erika Johnson

Minutes submitted by: Dawne Barwin

Reviewed by: Adrienne Salentiny

Approved by: Jon Allen and Clint Hosford

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 2:05 p.m. by chair, Adrienne Salentiny	Information
2. Business	Minutes from April 10, 2023	MSC to approve April 10, 2023 minutes. Clint Hosford / Andrea Guthridge // carried.
3. Mapping	<p>a.) CVL (keywords list) Annual Review</p> <ul style="list-style-type: none"> ○ Megan Denis requested from Pat Carr of any updates from the hot topics list to send them to her. ○ Pat Carr stated that he and Susan Zelewski have been working on the LCME Medical School Part 2, with a series of questions that touch on subjects that are Hot Topic like. These words will be provided to you. <p>b.) Updates:</p> <p>i. Mapping test for new LCME terms (from 3.27.23 CEMC meeting)</p> <ul style="list-style-type: none"> ○ Rick Van Eck said that Becca Maher was to put a mapping theme around the terms. She was also going to look into the mapping of events. (ii. below) This will be presented at the 5.8.23 CEMC meeting. Adrienne Salentiny will check on that progress. <p>ii. Mapping to Events: Rick Van Eck</p>	<p>CLV (Keywords List) Tabled for next meeting.</p> <p>Mapping terms and events will be presented at the 5.9.23 CEMC meeting.</p>

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	<p>iii. Process for identifying un-used P1C Objectives.</p> <ul style="list-style-type: none"> ○ Adrienne Salentiny stated there is nothing new to report and we will keep this on the agenda as a place holder. 	
4. Curriculum Badging	<p>Should optional curriculum such as badges be approved through CEMC/UMEC?</p> <ul style="list-style-type: none"> ○ Rick Van Eck stated his opinion, no because there are many optional badges that do not go through UMEC for approval and all students do not take them. My other opinion is yes, we should approve specific badges that are designed for the Medical Program students in mind. Then we should be aware. ○ Clint Hosford said that lets look at the badging in that if it is pertinent to the medical program then it goes through UMEC if is not then it does not go through UMEC. ○ Pat Carr feels that everyone including students, administrators and faculty, like badging and it may become part of the education process. He would like to make sure that they have some sort of structure to them to keep them legitimate. It would be good to know how many actual badging opportunities there are available at any time. We need to keep an eye on the future and how badging will become useful in the future. ○ Rick Van Eck said that an optional badge and an optional elective could be seen as the same. ○ Adrienne Salentiny stated that committees should know about the badges available. ○ Andrea Guthridge stated that from an awareness perspective it is good to know the badging availability for redundancies or gaps. At the CGEA , they said that the AAMC is looking to make badging as a whole mean something within our region or within the US. ○ Susan Zelewski stated that if we are intending to somehow include the optional badges in the Dean’s Letter, we have to have some control over them to standardize and make sure the expectations are good. Also, logistically, are we sending people some place without an affiliation agreement for a badge. ○ Rick Van Eck questions if the badge is designed by the Medical Program or some other program, where do our responsibilities start and stop. ○ Adrienne Salentiny added that along with Andrea Guthridge, Erik Johnson presented at the CGEA conference and a question was asked what happens when the students 	Information about badging

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	<p>are collecting all these badges and are not making room for their mandatory curriculum during medical school? We answered that a lot of our badges are optional and the ones that are not optional would be vetted to make sure they are adding to the curriculum.</p> <ul style="list-style-type: none"> ○ Susan Zelewski has a preference to have any badging go through her and Pat Carr before going to CMEC for approval. Pat Carr agreed. ○ Rick Van Eck would like any badge looked at like an optional elective and it has to be looked at by Susan and Pat and then go through CEMC. ○ Adrienne Salentiny said that any mandatory badging would go through the same procedures except more rigorously. We will have 2 options in terms of badging, one optional and one mandatory. 	
5. Data Collection	<p>Data Collection for 2023 Reports – Update</p> <ul style="list-style-type: none"> a. Status Report <ul style="list-style-type: none"> ○ Adrienne Salentiny has downloaded all the Units 1-8 grade books and has started a spreadsheet to organize the information. We have worked with Anthony and have collected data to know how students perform on each competency. ○ Rick Van Eck asked at the end to see if there is a way to streamline the efforts. ○ Adrienne Salentiny stated that Andrea Guthridge has been taking notes during the process and we will be able to come up with recommendations for next year. b. Mentimeter Polling <ul style="list-style-type: none"> ○ Adrienne Salentiny said we are all officially able to use these licensed Mentimeter accounts and if someone would like an account let her know. She had used it at the CGEA conference and it worked well and was user friendly. c. Anthology Milestone badging software <ul style="list-style-type: none"> ○ Adrienne Salentiny said that it is purchased but we have a small complication since the main UND campus has a similar product (Engage) with Student Affairs. 	Information

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	<ul style="list-style-type: none"> ○ Rick Van Eck has met with them and they use a single sign on for everything. On May 15, 2023 they are going to start Engage, this is after the current term. He feels it will not be an issue. ○ Adrienne Salentiny said that their email said we would only get 10 licenses to start. We will start with a separate login and go to a single login later. <p>d. Central Group on Education Affairs Conference Report.</p> <ul style="list-style-type: none"> ○ This will be given at the 5.8.23 CEMC meeting by Adrienne Salentiny and Andrea Guthridge. ○ Rick: Likes the idea of encouraging students to attend CGEA Conference. It's a good way to get involved in Medical Education. Here is the link to join the Zoom Meeting: https://und.zoom.us/j/7017773800 ○ If anyone interested in your idea for a presentation, it is open until May 31, 2023. This is a great way to get students involved. There would be a need for financial help for the students to attend. The conference is in Milwaukee in 2024. 	<p>Tabled: CGEA Report will be at 5.8.23 meeting.</p>
<p>Future Agenda Items:</p>	<ol style="list-style-type: none"> 1. CVL discussion will be at the 5.8.23 meeting. We are looking to streamline the process. 2. Mapping terms and events will be presented at the 5.9.23 CEMC meeting. 3. We are getting closer to officially launching the Mentimeter polling. Licenses are available from Adrienne Salentiny. 4. Anthology Milestone which is the badging software, is in the process of being launched. As per Rick Van Eck, the issue between the UND Student Affairs with their badging project and how SMHS will use Milestone will work together, has been talked through and there should be no issues. 	<p>Information</p>
<p>4. Adjournment</p>	<p>Meeting was adjourned at 2:45 p.m.</p>	<p><i>The next meeting is scheduled May 8, 2023 at 2:00 pm via Zoom.</i></p>