SMHS Dean's Quality Improvement Panel (DQIP) Meeting February 22, 2023 12:00-2:00 PM (Zoom)

Attending: Ken Ruit, Sheila Bosh, Judy Solberg, Pat Carr, Marc Basson, Namil Choi, Anja Selland (MS4), Jim Porter, John Shabb, Daniel Henry, Susan Zelewski,

Rick Van Eck

Absent: Josh Wynne, Holly Brown-Borg

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
Call meeting to order	Meeting was called to order by Dr. Kenneth Ruit, Committee Chair.	
Review of Minutes	Review of January 19, 2023 minutes. Minutes are posted to Blackboard.	Minutes approved.
Post ISA2 Student Review and DQIP Student Representative	Anja Selland (MS4), presented an update. All committees have met and have drafted their action plans. Her report includes recommendations, action steps and responsible parties. Document has been posted to Blackboard. Follow up student/faculty meetings will be scheduled in March and April as schedules allow. Applications for the next student DQIP representative are due this Friday. Two applicants so far. A subset of DQIP members will be vetting those applications and making a selection.	Add to March agenda.
Follow up GQ 21 and Mistreatment Definition	Element 3.6 was reviewed at FASRC last week. FASRC suggested that the conversation continue at DQIP. Dr. Zelewski and Michelle Montgomery have incorporated some training on mistreatment for the class of 2025. The class was given a "What is mistreatment" card. As part of their training, the students participated in three cases of role play and discussion. They also discussed things that fall into unprofessionalism – those things that aren't "mistreatment" but make the student feel uncomfortable. Noted that the Med-Ed Portal has great information and examples. We may want to consider sending out to faculty as well.	Dr. Ruit and Dr. Zelewski will determine the appropriateness of sending the card to faculty.

	Dr. Van Eck suggested that we may want to record the role-playing to build case examples. He noted that students need to practice this over and over to fully understand the definitions. Noted that the survey comments regarding unprofessionalism/mistreatment (from survey created and distributed by Anja Selland), have been further de-identified and have been sent to the campus deans (by Dr. Zelewski) for distribution to the hospital admins.	Dr. Zelewski will share feedback received. Add to March Agenda.
Element 2.6 Update	Dr. Ruit provided an update at the Faculty Council meeting last week. There is language proposed by Bylaws Committee, to represent the diversity and geographical distribution of faculty. Bylaws proposed change that each clinical science faculty member of the Faculty Council come from a different campus. The Nominating Committee is currently seeking peer nominations and self-nominations for available standing committee positions. Appointment by the Dean will take place if needed. Item will be on Faculty Council agenda in May.	
Student Survey Update	100% participation by all four medical program classes. The initial report breaks out all questions by cohort/year. Will need to break down some of the data by campus. Note this is not the final report. This is mostly quantitative at this point. Qualitative data will need to be added. Dr. Ruit requested Dr. Zelewski, Dr. Van Eck, OMA and Anja Selland all meet if schedules allow to review the data prior to the next DQIPP meeting. Further distribution pending OMA review.	Add to March Agenda. OMA will arrange meeting.
GQ Dashboard Update	Dr. Ruit reported that the draft of SMHS GQ Dashboard is completed. Next step to allow access to appropriate individuals for feedback. Plan to extend this in the future to the mid-year survey and other data sets.	
LCME Survey Findings and Plan Table F.	OMA will review Table f. and bring back to DQIP in March.	Add to March Agenda.

Monitoring Table Element	Element 8.3 Curricular Design, Review, Revision, Content Monitoring. Satisfactory	Add to March Agenda.
Review	with Monitoring. Reviewed by Dr. Van Eck.	j
	Questions the same and the responses met the requirements for the element, no	
	corrections required. We may want to modify the narrative to include language that	
	reflects our awareness of the "Coordination/integration of content in the pre-	
	clerkship curriculum" which was mentioned in the LCME findings.	
	We will need to presumably demonstrate improved ISA data on satisfaction with the	
	"Coordination/integration of content in the pre-clerkship phase" (ISA Q54) for the	
	class of 2025, who are currently in Unit 8 and will complete it on January 24.	
	Tables and complete and accurate.	
	Noted we have an updated and improved mapping system and process beginning	
	with Curriculum 2.0 and we will use this system to conduct a search for the specified	
	curriculum topics as we complete mapping for Phase 1 (mapped through Unit 5, 6–8	
	to be completed by July) and Phase 2 and Phase 3 (mapped).	
	Add Curriculum as a Whole Report to supporting docs.	
	8.5 PC Medical Student Feedback. Satisfactory with Monitoring. Reviewed by Dr. Carr	
	Will need to update ISA data. The procedures and processes used to inform students	
	about actions taken based on their input to the last ISA must be updated as we	
	improve that process. New LCME request that we require a summary of Phase 1 unit	
	and clerkship "end of course" report results and response rate (100%). We need to	
	ensure that we stay up to date with incorporation of our yearly "ISA-like" survey	
	results and how we communicate those results must be included in this element. For	
	supporting docs, we will need a summary of Phase 1 unit and clerkship "end of	
	course" report results and response rate (100%).	
	The following were not reviewed at this meeting due to time constraints.	
	9.8 Fair and Timely Summative Assessment. Not a cited. Reviewer Dr. Zelewski.	
	12.3 Personal Counseling/Well-Being Programs, Not cited, Reviewer Dr. Porter.	Add to March Aganda
	12.6 Student Health and Disability Insurance. Not cited. Reviewer Namil Choi.	Add to March Agenda.
	12.8 Student Exposure Policies/Procedures. Not cited, Reviewer Dr. Solberg.9.5 Narrative Assessment, Not cited. Reviewer Dr. Van Eck.	
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Announcements/Next Meeting	March 15, 2023	
, and disconding	Elements to review 9.5 RVE, 9.8 SZ, 12.3 JP, 12.6 NC, 12.8 JS	

Submitted by Sheila Bosh, RN, Accreditation Manager Approved by Dr. Kenneth Ruit, Committee Chair