

**SMHS Dean’s Quality Improvement Panel (DQIP) Meeting
May 17, 2023 1:00-3:00 PM (Zoom)**

Attending: Ken Ruit, Sheila Bosh, Josh Wynne, Judy Solberg, Pat Carr, Marc Basson, John Shabb, Daniel Henry, Rick Van Eck, Lindsey Martens (MS2) Madison Burgard (MS3) Dakota Snustad (MS3), Holly Brown-Borg

Absent: Susan Zelewski, Jim Porter, Namil Choi

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 April 19, 2023 minutes. Minutes posted to Blackboard.	Minutes approved.
Post ISA2 Student Review	<p><u>Academic and Career Mentorship</u> Leader: Mark Raymond Committee members: five committee members that are dedicated, don’t feel like they need to recruit further. Projects: Continue to work on the same projects that were presented last meeting Nothing new to report.</p> <p><u>Communications Committee</u> Leaders: Madison Burgard and Maddie Klein Committee members: five returning committee members; communication officers (4 from each class) will automatically be a part of this committee; do not need to recruit further. Projects: -Microsoft Teams: want to switch over; currently the proposal has been sent to faculty (Dr. Borg, Dr. Dunlevy, Dr. Carr) and waiting for approval</p> <ul style="list-style-type: none"> • Plan to switch over in July. • Coordinate with IT- orientation with new class, information sheets to returning classes. • Plan to add various committee meeting times to the calendar feature with meeting times: (UMEC, DEI curriculum committee, etc.) 	Add to June Agenda

DEI curriculum committee

Leader: Waylon DeCoteau

Chair: Michelle Montgomery

Dean: Dr. Brown-Borg

Committee members: as of now, it is one elected member from each class, hoping to be two elected members from each class; they are currently working on recruitment.

Projects: Right now, they are working to get the curriculum committee up and running. Working to find a new Dean.

- They meet the first Tuesday of each month and is open for anyone to attend.
- They are working on writing the roles and responsibilities of this committee and the members.
- Right now, they are taking recommendations and submitting to UMEC for curriculum changes.
- Hope to have minutes or updates sent out to class members every month.
- Minutes are on Blackboard after each meeting.
- Working on incentives to encourage students to participate in various electives.
- Working on DEI elective, IHS electives

Thoughts:

- 2-3 students to be liaisons between DEI Curriculum Committee
- Survey to gauge interest in electives and provide suggestions for DEI curriculum committee.

Research committee

Leader: Dakota Snustad

Committee members: they had their last meeting in December/January and have disbanded.

Projects: There still was some dissatisfaction with the mid-year survey in research opportunities, so may be something to continue, although not entirely sure what its role will be.

Preclinical committee

Possible area for a new committee

Dissatisfaction in several areas related to preclinical phase:

- Quality of Pre-clerkship phase

	<ul style="list-style-type: none"> • Time spent on PCL. • Practice questions in lectures • Achieve sessions. • The exam appeals process is clear. • Information provided related to clinical campuses and campus selection timing. • Access to academic information including policies for advancement and information on class standing. <p>Dakota Snustad commented that they will be having another meeting in the next 2 weeks to recruit more members.</p> <p>Dr. Van Eck shared a link to the AAMC DEI competencies. He and an adhoc committee are working on incorporating these into the curriculum. They invite students and faculty who feel passionate about this topic to join the committee. Please send names of potential committee members to Dr. Van Eck or Michelle Montgomery.</p> <p>Anja Selland and Dr. Carr met last week to discuss future plans. Dr. Carr commented that the UMEC DEI committee is not fully developed yet. They are still working to find the appropriate leadership. He noted the last meeting was productive and progress is being made.</p> <p>Dr. Ruit informed the committee that DEI will remain a standing agenda item for the foreseeable future.</p> <p>Dr. Basson provided an update on the Professionalism comments (GQ21). The campus admins requested more specific details whenever possible and in real-time to allow for issues to be appropriately addressed.</p>	
<p>Student Survey Update</p>	<p>Student reps inquired about the timeframe for their recommendations. Discussed July as a reasonable time frame for completion of that work.</p> <p>In follow up from previous minutes noted that the reports haven't been shared with UMEC and the P1C and P2/3 committees. This will occur after DQIP review in June.</p>	<p>Add to June Agenda.</p> <p>Dr. Zelewski and Dr. Van Eck will share reports following DQIP Review.</p>

<p>GQ Dashboard Update</p>	<p>A link to access the dashboard was sent out to all committee members. Response rates have been corrected in follow up to comments at the previous meeting. Dr. Shabb commented that he noted on Q8 Basic Science Curriculum, the year filters are not working properly. Dr. Ruit will review this and ask Amanda and team to make corrections as needed. The GQ response rate is 85% to date. The survey closes June 9th. Matriculating student survey opens June 1 – Sept 15th. MSQ opens June 1st. Dr. Ruit is working with UND analytics on creating the annual student survey.</p>	
<p>LCME Survey Findings</p>	<p>Reviewed data from original ISA and current Mid-year Survey for comparison.</p> <p>2.4 Awareness of Student Concerns of the Office of the Associate Dean for Student Affairs. Satisfaction has improved in all classes except for M2's. Responsiveness to student problems M2's still a concern; improvement in all other classes. Same questions for the Assoc Dean for Education noted improvement in all areas with none above 20%.</p> <p>3.2 Access to Research Opportunities still concerns with M2, M3 and M4's. M1's now satisfied. Support for participation for research M2 and M3's above 20%. They had previously been satisfied on ISA2 and now in mid-year are not as satisfied.</p> <p>5.6 Adequacy of Ed/Teaching Spaces at Hosp M3's less satisfaction now than in original ISA; others are satisfied.</p> <p>5.11 Adequacy of Study Space at Hospitals/Clinical Sites M3's still above 20% dissatisfied. Adequacy of Secure Storage Space at Hospitals/Clinical Sites M3's above 20%, others below.</p> <p>6.3 Adequacy of Unscheduled Time for Self-Directed Learning in the Pre-clerkship Phase All below 20%.</p> <p>7.6 Adequacy of Education in Caring for Patients from Different Backgrounds M2's above 20% all others below, though hovering near 20%.</p> <p>8.3 Integration of Phase 1 Curriculum Content All classes below 20%</p> <p>8.5 Responsiveness to Medical Student Feedback on Courses/Clerkships</p>	<p>Add to June Agenda.</p>

	<p>M2's above 20% all others below. Responsiveness to Medical Student Feedback on Clerkships No class above 10%.</p> <p>8.8 Student Workload in the Pre-clerkship Phase of the Curriculum All below 20%, though M3's at 19%.</p> <p>9.7 Amount of Formative Feedback in the Pre-clerkship Phase of the Curriculum All below 10% with no concerns. Quality of Formative Feedback in the Pre-clerkship Phase of the Curriculum. All below 10%.</p> <p>11.1 Availability of Academic Counseling. All improved and at or below 12%.</p> <p>11.2 Adequacy of Career Advising. M2's above 20%, all others below 20%.</p> <p>Additional concerns to be addressed. 18% of M1's dissatisfied with the clarity of the mistreatment policy. M3's dissatisfied with relaxation spaces at hosp/clinic sites. All classes dissatisfaction (12-30%) on student diversity, and all classes (10-40%) on access to service learning and community service. M1-M3 dissatisfaction with counseling on elective choices (15-25%). M3's 23% dissatisfaction with quality of the pre clerkship phase of the curriculum. Further review and discussion at the June meeting.</p> <p>Student Reps requested to share the de-identified comments with the student ISA review committees. Dr. Ruit approved that request.</p>	
Table f. Element Review Proposal	Dr. Ruit presented a proposal that includes OMA subcommittee review. The proposal and timeline are available for review on Blackboard. OMA will provide committees with the data they need to complete the review. Committee approved this plan.	
AAMC Secretariat Webinars	OMA attends the monthly AAMC Secretariat Webinars. Webinars in June – August cover standards and topics that may be of benefit to others. Dates/topics are posted to BB. All encouraged to attend if schedules allow.	
Announcements/Next Meeting	Next Meeting June 21, 2023	

--	--	--

Submitted by Sheila Bosh, RN, Accreditation Manager

Approved by Dr. Kenneth Ruit, Committee Chair