

**Medical Program Policy Review Committee (MPPRC) Meeting Minutes  
SMHS  
Monday, March 11, 2024 at 4:30 pm  
via Zoom**

**In attendance:** Dr. Alexei Tulin, Dr. Jim Porter, Dr. Ken Ruit, Dr. Susan Zelewski, Dr. Judy Solberg, Elsie Dickerson

**Not in attendance:** Dr. Rick Van Eck, Dr. Pat Carr, Dr. Kurt Borg,

**Minutes Submitted by:** Dawne Barwin

**Minutes Reviewed by:** Dr. Jim Porter

**Minutes Approved by:** Susan Zelewski and Rick Van Eck

**MSC = motion made, seconded, carried**

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
<b>1. Welcome/call to order</b>	Meeting called to order at 4:30 pm, by committee chair Dr. Porter.	<b>Information</b>
<b>2. Review and approval of 2.12.24</b>	Approval of February 12, 2024 minutes.	<b>MSC to approve 2.12.24 minutes. Elsie Dickerson / Dr. Zelewski // carried.</b>
<b>3. UMEC Updates</b>	<b>What MPPRC items that will be approved at the UMEC 2.14.24 meeting:</b> a. From P2P3C for MPPRC to approve and move to UMEC: <ul style="list-style-type: none"> <li>• MPPRC 1.8.24 Minutes</li> </ul>	<b>Information</b>
<b>4. Student Update</b>	a. Elsie Dickerson gave an update on the 4.4: Grading Policy. She has made sure all students looked at the email she had sent explaining the policy. She told students that it is being discussed by another committee, and everyone seemed clear on how the CAS exam was graded.	<b>Information</b>
<b>5. Old Business</b>	<b>Initial/Continued Review Updates:</b> a. 4.4 Grading Policy: Subcommittee met: JP <ul style="list-style-type: none"> <li>• Dr. Porter showed some wording changes and upgrading.</li> <li>• He changed the name of the policy to Examination Regrading Policy in Phase 1.</li> <li>• He would like to have this in place for the AY 24-25.</li> <li>• He updated the links and email addresses at the end of the policy.</li> <li>• Dr. Ruit and Dr. Zelewski want to make it clear what specific unsatisfactory grade the policy is talking about. What the threshold to get an exam regraded or not</li> </ul>	<b>Information</b>



	<ul style="list-style-type: none"> <li>• Dr. Porter said he would be ok to have Dr. Van Eck go over the policy before moving it to UMEC for approval.</li> <li>• Dr. Ruit wanted to make sure the word <i>Requirements</i> be used consistently in the policy. <ol style="list-style-type: none"> <li>1. The <i>requirements, change to circumstances</i> in the header because it is under which a student anticipates circumstances in graduation.</li> <li>2. In Description <i>requirements, change to circumstances.</i></li> </ol> </li> <li>• Dr. Porter will adjust the wording and will bring this policy back to MPPRC for a vote at the 4.8.24 meeting.</li> </ul>	
<b>6. New Business</b>		
<b>7. Matters Arising</b>		
<b>8. Adjournment</b>	Meeting adjourned at 6:25 pm.	Next meeting is April 9, 2024 via Zoom.