

Medical Program Policy Review Committee (MPPRC) Meeting Minutes
SMHS
Monday, June 10, 2024 at 4:30 pm
via Zoom

In attendance: Dr. Alexei Tulin, Dr. Ken Ruit, Dr. Rick Van Eck, Dr. Susan Zelewski, Elsie Dickerson

Not in attendance: Dr. Jim Porter, Dr. Judy Solberg, Dr. Pat Carr, Dr. Kurt Borg

Minutes Submitted by: Dawne Barwin

Minutes Reviewed by: Dr. Ken Ruit

Minutes Approved by: Rick Van Eck and Elsie Dickekrson

MSC = motion made, seconded, carried

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	Meeting called to order at 4:30 pm, by committee chair Dr. Porter.	Information
2. Review and approval of 2.12.24	Approval of March 11, 2024 minutes.	MSC to approve 3.11.24 minutes. Dr. Zelewski / Dr. Van Eck // carried.
3. UMEC Updates	What MPPRC items that were recently approved at UMEC: <ul style="list-style-type: none"> • NA 	Information
4. Student Update	<p>Elsie Dickerson (Class of 2027 Student Representative) asked a question about the rule regarding exam downloads that have to be downloaded night before or it results as a failure.</p> <ol style="list-style-type: none"> a. Is this a potential policy or is there an advantage to making it a policy? b. The penalty for not downloading the exam the night before it is a failure. c. The committee can put something together in draft form and have it go to UMEC for review/approval. d. Should this come to UMEC right now or as a report from MPPRC? e. Dr. Zelewski Z asked if we felt this could be a part of Policy 4.20, the Professionalism Policy, or be a procedure? f. Dr. Van Eck said he thinks it could be included in the 4.20 Professionalism Policy in terms of timely following instruction. g. Dr. Ruit will look into the along with reviewing the former Handwashing, Auscultation documents from the UMEC 10.25.23 meeting and write a draft. 	Information

<p>5. Old Business</p>	<p>Initial/Continued Review Updates: KR</p> <p>a. 4.4 Grading Policy: Continued discussion of 4.4 Phase 1 Examination Regrading Policy, (MPPRC 061024.docx)</p> <ul style="list-style-type: none"> • Dr. Ruit explained that the rescoring is to standardize this process to mitigate issues of subjectivity with the original grading, and is importantly based on the student’s original work on the exam. • Dr. Zelewski said this also prevents delays for students who need rescoring from getting into electives. If they do pass, they can then start on time and not be behind with their progression in the curriculum. • The committee decided to add that students will be notified of their percentage and if the regrading occurs, that it will be regraded if below 74.5% and put into the learning management system gradebook. • The wording in section #V (5) in the policy will be: Regardless of the regrading outcome, if regrading of an examination has occurred the student will be informed through a comment included in the gradebook in the learning management system. <p>b. 4.8: Functions of the Medical School Academic Performance Committee Policy: Continued discussion of the 4.8 Function of MSAPC-MPPRC 061024.docx</p> <ul style="list-style-type: none"> • The committee had some rewording within the policy. • Dr. Ruit felt that suspension and LOA may need some definitions added and to use the same wording as in other policies. This will need some looking into. • Dr. Zelewski said the academic suspension and remediation wording on pages 6-7, some of it gets complicated. • Dr. Ruit would like to pause the review of this policy and give it back to Dr. Porter with comments. 	<p>MSC to move to the UMEC 6.12.24 meeting for approval, Policy 4.4, Phase 1 Examination Regrading Policy, after draft is made a clean copy. Dr. Van Eck / Dr. Zelewski // carried.</p>
<p>6. New Business</p>	<p>a. All from P2P3C: SZ</p> <ul style="list-style-type: none"> • 4.3 Clinical Duty Hours for Medical Students • 4.7 Policy on Specialty Electives for Med Students in Phase 3, had been fixed but the wrong version as online. • 4.13 Phase 2 Elective Days, needed the correct form attached. 	<p>MCS recommended to move to UMEC 6.12.24 for approval of the following policies; 4.3, 4.7, 4.13, 4.18, 4.21, 5.7, 5.9, 5.18, 5.8, 5.10,</p>

	<ul style="list-style-type: none"> • 4.18 Excused Absence Phases 2 and 3 had additional edits from P2P3C. • 4.21 Clinical Supervision Policy for Medical Students had one edit. • 5.7 Clerkship Grade Submission Procedure, we took number 5 out because we do not distribute shelf exam scores anymore. • 5.9 Away Elective Approval Procedure had the wrong version online. This will be corrected. • 5.18 Phase 2 Clerkship NBME Shelf Re-examination Procedure • 5.8 Acting Internship Timely Grading Procedure (reviewed with no changes) • 5.10 Clerkship Professional Procedure (reviewed with no changes) • 5.11 Clerkship Grading Procedure (reviewed with no changes) 	5.11. Dr. Van Eck / Elsie Dickerson // carried.
7. Matters Arising	<p>a. Save the Date: Education Resources Curriculum Retreat, Advance: October 24, 2024!</p> <p>b. Point of Information: Nasir is building a SMHS Policy Data Base.</p>	Information
8. Adjournment	Meeting adjourned at 6:05 pm.	Next meeting is July 8, 2024 via Zoom.