

**Medical Program Policy Review Committee (MPPRC) Meeting Minutes
SMHS
Monday, August 21, 2023, 2023 at 4:30 pm
(Continue and completion of 8.14.23 meeting)
via Zoom**

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

Not in attendance: Morgan Thomas, Kathleen Ruff, Dr. Rick Van Eck.

Minutes Submitted by: Dawne Barwin

Minutes Reviewed by: Dr. Ken Ruit

Minutes Approved by: Dr. Ruit and Dr. Tulin

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 co-chair Dr. Ruit.	Information
2. Review of MPPRC 8.14.23 meeting	**MPPRC Meeting continue from 8.14.23 to 8.21.23: meeting agenda and discussion.	Information
	Dr. Ruit started the meeting summarizing the 8.14.23 meeting and discussion on Policy 4.4. At this point MPPRC will not make any changes to Policy 4.4, we will explore and shorten the process to make it more efficient. If changes will be made, they will happen at the start of the next academic year. We will have a meeting outside of the MPPRC meetings to work out the issues regarding Policy 4.4.	Information
3. Old Business	FINAL REVIEW: a. Procedure 5.12: Resident Participation in Medical Student Education: New Title: Resident Participation in Medical Student Education: KR <ul style="list-style-type: none"> • Not just a Title Change, there are also changes in terms and edits. The procedure describes the terms under which medical students are required to work with residents. • Intention from the committee is all medical students are meeting the LCME Element 3.1, each medical student is required to work with resident physician teachers for a total of 20 half days across the required Phase 2 clerkships or Phase 3 acting internships • Dr. Zelewski asked for a language change: It is preferred to finish this in P2, any makeup time can be done in P3 but determined upon need and by the Assistant Dean of Phase 2/3. 	MSC Procedure 5.12 Resident Participation in Medical Student Education, approval to be brought to UMEC: Dr. Porter / Dr. Zelewski // carried.

	<p>b. Procedure 5.25: Clinical Observership Procedure: KR</p> <ul style="list-style-type: none"> • Dr. Ruit added the word Clinical to the title and Judy Solberg will give the Procedure a number. • Clinical Observerships will be available only through departmental based clinical sites not affiliated with an outside health system. • Other changes to the procedure were in wording and edits. <p>c. UMEC Governance Document-MPPRC: KR</p> <ul style="list-style-type: none"> • MPPRC Section: Under B. 1. Addition of wording at the end: “New policies or policy revisions proposed by UMEC committees shall be submitted to the MPPRC chair for review by MPPRC in advance of submission to UMEC for final review and approval.” • Clarity that MPPRC is the go between before any policy or procedure change goes to UMEC. <p>Continued Review:</p> <p>a. Policy 4.8: Functions of the Medical School Academic Performance Committee: KR</p> <ul style="list-style-type: none"> • Dr. Porter and Dr. Ruit have had discussions on this policy. We had not been working with the latest document but have now made progress. We would like to vet it with Dr. Zelewski and the MSAP Chair, Dr. Whaley, before the next MPPRC meeting on 9.11.23. 	<p>MSC Procedure 5.25 Clinical Observership Procedure, approval to be brought to UMEC: Dr. Porter / Dr. Zelewski // carried.</p> <p>MSC UMEC additional wording to the Governance Document MPPRC section, approval to bring to UMEC: Dr. Porter / Dr. Zelewski // carried.</p> <p>Tabled to next MPPRC meeting 9.11.23.</p>
<p>4. New Business</p>	<p>Election of MPPRC Chairperson for the academic year 2023-2024: KR</p> <ul style="list-style-type: none"> • Dr. Jim Porter to serve as chair of the MPPRC committee for the AY 2-23-2024. 	<p>MSC: Election of MPPRC chairperson for academic year 2023-2024 as Dr. Jim Porter. Motion made and carried.</p>
	<p>Meeting adjourned at 6:10 pm.</p>	<p>Next meeting is September 11, 2023 via Zoom.</p>