

Medical Program Policy Review Committee (MPPRC) Meeting Minutes
SMHS
Monday, June 13, 2022 at 4:30 pm
via Zoom

In attendance: Mark Koponen, Jim Porter Ken Ruit, Judy Solberg, Steve Tinguely, Alexei Tulin, Rick Van Eck, Susan Zelewski.

Not in attendance: Morgan Thomas

Minutes Submitted by: Alissa Hancock

Minutes Reviewed by: Kenneth Ruit

Minutes Approved by: Rick Van Eck and Susan Zelewski

MSC = motion made, seconded, carried

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	Meeting called to order at 4:32 pm, by co-chair Dr. Ken Ruit.	Information
2. Review and approve 5.9.22 meeting minutes		MSC to approve the 5.9.22 minutes. Steve Tinguely / Mark Koponen // carried.
UMEC updates		Information
3. Old Business	<p>a. 5.11 – (Clerkship Grading Procedure) Reviewed the changes and discussed the grading percentages and how consistent they are across clerkships, which they are. Because we will have two cohorts in the same phase, we need to clarify how the grading criteria will be different. So, we clarified the criteria for honors to say, ‘honors designations are set for each medical student cohort prior to the start of each curriculum phase.’</p>	MSC to recommend 5.11 Procedures for approval. Rick Van Eck / Mark Koponen // carried.
	<p>b. 5.10 (Clerkship Professionalism Procedure) Discussed unprofessionalism and the steps of how to judge this and the steps to address it. Policy 4.8 also, mentions unprofessionalism and outlines a process but is more focused on phase 1 and not phase 2 & 3. Dr. Ken Ruit mentioned there is also a school-wide policy that also mentions professionalism and would also apply to medical students. It was decided that a look at all the policies referencing professionalism and see if we can combine them into one and ensure that this policy is accurate if they all need to reman separate.</p>	Information

	<p>c. 2.2 – (Clinical Clerkship Policy) The committee names were updated. Also, discussed why this policy is numbered than the rest of the policies and if it would be appropriate now to move the location of the policy to be in the administrative section (Section 5). We would also like to recommend to the administration to consider reorganizing the policies and what an archive process might look like.</p>	MSC to recommend approval of Policy 2.2 to UMEC. Steve Tinguely / Rick Van Eck // carried.
	<p>d. 4.4 – (Examination Questions Appeals Policy) Terminology was updated. The question challenge process and the timing were discussed and the issues we have ran into this last unit, where students’ challenges have not been heard and they are suppose to have started their elective but cannot. This is an issue because they will have to make up this elective in phase 3 and take away from vacation time. We will send the policy to both Pat Carr and Kurt Borg with our concerns about the timing of challenges to gather more feedback before we complete our final review of the policy next month.</p>	Information
	<p>e. 4.5 – (Expectations of Students Outside of School)</p>	Tabled
	<p>f. 4.7 - (Limitations to Specialty Electives)</p>	Tabled
	<p>g. 4.13 – (Third Year Elective Days) Updated year 3 to Phase 2 and the principle and procedure sections will be combined. There were grammar changes and added a specialty day during the neurology clerkship now that they are 4-weeks in length.</p>	MSC to recommend approval of Policy 4.13 to UMEC. Steve Tinguely / Mark Koponen // carried.
	<p>h. 4.14 - (Standards of Capacity for All Medical Students)</p>	Tabled
4. New Business		
5. Other Business		
	<u>Future Meeting Assignments:</u>	
6. Adjournment/Next Meeting	Meeting adjourned at 6:01 pm.	Next meeting is July 11, 2022 via Zoom.