

**Medical Program Policy Review Committee (MPPRC) Meeting Minutes**  
**SMHS**  
**Monday, July 11, 2022 at 4:30 pm**  
**via Zoom**

**In attendance:** Jim Porter, Ken Ruit, Judy Solberg, Morgan Thomas, Rick Van Eck, Susan Zelewski.

**Not in attendance:** Steve Tinguely, Alexei Tulin

**Minutes Submitted by:** Alissa Hancock

**Minutes Reviewed by:** Kenneth Ruit

**Minutes Approved by:** [Jim Porter and Susan Zelewski](#)

MSC = motion made, seconded, carried

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
<b>1. Welcome/call to order</b>	Meeting called to order at 4:34 pm, by co-chair Dr. Ken Ruit.	Information
<b>2. Review and approve 6.13.22 meeting minutes</b>		<b>MSC to approve the 6.13.22 minutes. Rick Van Eck / Susan Zelewski // carried.</b>
<b>UMEC updates</b>	UMEC had approved all policies that we recommended last month.	Information
<b>3. Old Business</b>	<p><b>a. 4.4 – (Examination Questions Appeal Policy)</b>            The word ‘believe’ was replaced with ‘contends’ throughout the policy. Also, the policy was edited to read ‘grade’ instead of ‘score’ for clarification. In section e., the process in which video scores are challenged and the process that occurs was clarified. The procedure section was also updated to indicate the process would be completed as quickly as possible to give a little room in the timing of when things are completed. However, this did raise the question of is there a time limit of when a student can challenge a question or exam for a unit. Discussed that a week would be appropriate to allow students time to write up their appeals. Ken Ruit will clarify both these sections with Kurt Borg before forwarding the policy to UMEC.</p>	<b>MSC to recommend the approval of the policy 4.4 with the clarification points for sections e &amp; f with Dr. Kurt Borg. Susan Zelewski / Morgan Thomas // carried.</b>
	<p><b>b. 5.10 (Clerkship Professionalism Procedure)</b>            There were a lot of questions raised at the last meeting and P2P2C would like to see a laid out step by step of actions that need to be take and outline of what each level is from a verbal warning to a letter and then what would end up in the Dean’s letter for clarification for the students knowledge.</p>	Information  Tabled policy

	MPPRC would like to see P2P3C make a recommendation but also knows the UMEC is also discussing professionalism, which might affect the policy. The policy was tabled to await more guidance from UMEC.	
	<p><b>c. 4.5 – (Expectations of Students Outside of School)</b>  Dr. Mark Koponen did the first review of the policy and he suggested a title change to be ‘Student Actions and Behaviors’. Instead of ‘Expectations Outside of School’ and the possible misconception of what is considered school.</p> <p>Again, the discussion about professionalism does apply to this policy as well and after further discussion about how this policy might be able to stand on its own. It was decided that further guidance from UMEC before we can decide if any policies could be combined with 5.10 or not. If they do remain separate, we need to look for consistency in language between them.</p>	Information
	<p><b>d. 4.7 - (Limitations to Specialty Electives)</b>  This is the first review of the policy and the language regarding the number of specialty days in a clerkship was updated to what we are following currently. We will review the policy again at the next meeting.</p>	Information
	<p><b>e. 4.14 - (Standards of Capacity for All Medical Students)</b>  There was discussion about how this policy is needed and well written. The competencies and domains and the discussion lead to the question of professionalism and if this policy would also be connected to the other professionalism related policies.</p>	Information
<b>4. New Business</b>	<b>Vote for Chair for AY 22-23</b>	<b>MSC to nominate Ken Ruit and Morgan Thomas to co-chair for AY 22-23 with the note Jim Porter will fill in if Morgan Thomas decided she needed to step down. Rick Van Eck / Jim Porter // carried.</b>

<b>5. Other Business</b>		
	<b><u>Future Meeting Assignments:</u></b>	
<b>6. Adjournment/Next Meeting</b>	Meeting adjourned at 6:00 pm.	Next meeting is August 8, 2022 via Zoom.