

Phase 1 Committee Meeting Minutes

SMHS

Tuesday, February 7, 2023 – 2pm via Zoom

In attendance: Marc Basson, Kurt Borg, Pat Carr, Xuesong Chen, Megan Denis, Jane Dunlevy, Kara Eickman, Amanda Haage, Lauren Huddle, Eric Johnson, Minnie Kalyanasundaram, Gunjan Manocha, Michelle Montgomery, Jim Porter, Ken Ruit, Steffen Stroh, Rick Van Eck, Susan Zelewski.

Members not in attendance: Jon Allen, Mikhail Golovko, Dev Pant.

Minutes Submitted by: Alissa Hancock

Minutes Reviewed by: Jane Dunlevy

Minutes Approved by: Kurt Borg and Eric Johnson

MSC = motion made, seconded, carried

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	Dr. Jane Dunlevy, co-chair called the meeting to order at 2:01 pm via Zoom with a proposed adjournment time of 3:30pm.	Informational
2. Approval of Minutes 1.17.23		MSC to approve the 1.17.23 minutes. Kurt Borg / Eric Johnson // carried with 1 abstention.
3. Business	<p>a. Student Report</p> <p>There is a student from the class of 2026 that felt there are topics that are barely covered or not covered at all in lecture. They found additional information from a third-party source and feel that they should have been covered more during lecture. With the specific examples provided we know some of them are covered in a future unit, but it was also noted that for rheumatoid arthritis there was only one slide on the topic from the student representative.</p> <p>The curriculum review process was reviewed along with the examples provided, and how we can also look at specific topics that are of concern from students to have the content experts review to ensure we do not have a gap. We will need to be systematic about it and determine how fast it will need to be completed and the resources available. Pat Carr was able to provide the topics and percentage of passing from the unit 8 CBSE exam, which was thought might provide some insight to areas that students struggle in.</p>	<p>Information</p> <p>ACTION ITEM: To create a list of topics to explore with a systematic approach of the curriculum and include content experts.</p>
	<p>b. Proposal plan to improve CBSE performance for Class of 2026 & 2027</p> <p>The CBSE performance has also discussed at UMEC and is a big concern because 25 students from the class of 2026 did not pass the CBSE exam to be promoted to Phase 2 on time. All the students have me with Drs.</p>	MSC to recommend approval of the proposed plan for CBSE study plans and

Pat Carr, Jim Porter, Minnie Kalyanasundaram and Michelle Montgomery about their remediation plan, and it was helpful to find out what the students found challenging to be able to pass the exam.

The students biggest concern that was also discussed prior to the exams but was too late for any scheduling process for changes to be made. However, they did understand that there were timing difficulties with bootcamp, and that the phase 2 scheduling takes longer than one week for this to be an option.

Moving forward we would like to propose a plan to have a multifactorial early phase 1 information education with each student. Where they are provided an outline template with the number of questions they should be reviewing weekly, and prompt them to create a plan on how to remediate the questions they get wrong to identify their knowledge gaps.

Since we are limited to the number of times CBSE can be taken by students, which is 4, in units 5 & 6 they will be taking the CBSSA exam. Which provides a better explanation of the questions to students and students can purchase these exams, if they want. The CBSE can only be purchased by the school and will only be offered in Unit 7 & 8; to allow for reexaminations if needed.

Students will also have to provide a detail study plan that will be submitted on the first day of Unit 6 & 8 that will be reviewed by their academic advisors. This hopefully will ensure students have a detailed plan that is sufficient to help them pass the CBSE. Those that do not pass will have a 4-week delayed entrance into Phase 2, like they currently do.

There was discussion about moving the CBSE to after bootcamp or into the middle of bootcamp, instead of having it before like it was this year. The important factoring to the timing is that phase 2 scheduling needs a minimum of 2-weeks but longer is better. Discussed the other possible timing compromises that each phase could do to make this work.

The class of 2026 seems to have a good understanding of how important the CBSE exam is and are starting to prepare for it now. The students also suggested that even providing no or one study day prior to the CBSE test day should be sufficient if it is in the middle of bootcamp schedule.

the timing of the CBSE to be moved to the middle of bootcamp, with the input from the class of 2026 as to possible options and still providing at least 2-week for phase 2 schedules to be updated.. Lauren Huddle / Kara Eickman // carried.

ACTION ITEM:
George Beddow and Jane Dunlevy will send out a few CBSE exam timing options to gather some student input.

MSC to recommend approval of the overall CBSE proposal for study plans and the timing of the CBSE to be moved to the middle of bootcamp, while we gather input from the class of 2026 and the SIM Center as to the best timing for the exam. Lauren Huddle / Kara Eickman // carried.

	c. Unit 3, AY 2021 – 2022 report	Tabled
6. Other Business	<p>Future Agenda Item:</p> <ul style="list-style-type: none"> • AY 21-22 Phase 1 Report • AY 21-22 U4 & 5 & US 8 reports; • AY 22-23 U1, 2, 6, 7 • Medical Students as TA's (Haage) <p><u>Tabled</u></p> <ol style="list-style-type: none"> 1. Medical Student Lecture Attendance for Active/Interactive Learning (<i>continued</i>) <ol style="list-style-type: none"> a. Amount to outside lecture payment for learning modality 	
	Meeting adjourned the meeting at 3:30 pm.	Next meeting February 21, 2023.