

**Phase 1 Committee Meeting Minutes**  
**SMHS**  
**Tuesday, April 18, 2023 – 2pm via Zoom**

**In attendance:** Jon Allen, Kurt Borg, Xuesong Chen, Jane Dunlevy, Amanda Haage, Lauren Huddle, Minnie Faith, Gunjan Manocha, Susan Zelewski, George Beddow, Marc Basson, Pat Carr, Jim Porter, Ken Ruit, Rick Van Eck, Michelle Montgomery, Gretchen Schreiner.

**Members not in attendance:** Kara Eickman, Mikhail Golovko, Dev Pant, Megan Denis, Erika Johnson, Andrea Guthridge.

**Minutes Submitted by:** Dawne Barwin

**Minutes Reviewed by:** Jane Dunlevy

**Minutes Approved by:** Michelle Montgomery and Andrea Guthridge

**MSC = motion made, seconded, carried**

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
<b>1. Welcome/call to order</b>	Dr. Jane Dunlevy, co-chair called the meeting to order at 2:00 pm via Zoom with a proposed adjournment time of 3:30pm.	Informational
<b>Approval of Minutes: 2.21.23 and 3.21.23</b>	Jane Dunlevy moves to approve.	<b>MSC to approve the 2.21.23 and 3.21.23 minutes. Kurt Borg / Michelle Montgomery // carried.</b>
<b>3. Business</b>	<p><b>a. Student Representative Report (George Beddow)</b></p> <p>Question 1: Students want to know if there is a possibility of removing the faculty MCQ section and replacing with MBME questions?</p> <ul style="list-style-type: none"> <li>• Jane Dunlevy gave the answer that it is very difficult to search the database. We want to have the questions appropriate for the level you are at.</li> <li>• Kurt Borg explained it would be a steep learning curve for faculty to learn about the database in order to select questions. On any given unit there may be 30 different lecturers to train on how to go into the database to select questions in a timely manner and many lecture only once a year. It would take a full-time staff member to assist these types of lecturers and we do not have the staff to do so. There is no review, students cannot see MBME questions once the exam is closed and scored. Also, some faculty want to use the same questions they used on the exam last year, but MBME percentage of the questions go away from year to year in the database.</li> <li>• Pat Carr gave another reason being the MBME database questions are not all encompassing; they may be 60% of what we teach but would not have the questions on the other 40% we teach. It covers a fraction of what is involved in the curriculum.</li> </ul>	Information

	<p>Question 2: Students want to know why in Unit 4 in the anatomy labs where the first half of the unit is forearm and spinal cord. Why not pair the forearm and the hand together instead of separately?</p> <ul style="list-style-type: none"> <li>Pat Carr answered if we put the hand in the first 4 weeks, some students would like it. But he feels that 90% of the students would feel it is a lot of material to do on the entire upper limb. It would be a bit overwhelming since this is the first time, they are doing gross anatomy.</li> </ul> <p>Question 3: Student feedback is having a constant debate of in person or live lectures vs. Independent Learning (IL) that may be outdated. Can the Medical School set a standard to have live teaching vs. dated IL's?</p> <ul style="list-style-type: none"> <li>Jane Dunlevy stated that the ILs are recorded the week before the lecture. If a lecturer cannot provide their lecture, we do then change the session to IL which is a better option than delivering this material to students. We know that it helps to have a balance of in person live and ILs, but there are also mandatory needs of what has to be done. The lecturers really want to teach in person, but an IL is sometimes best for students when there is a large amount of information needed before an exam.</li> </ul> <p>Rick Van Eck said the balance is going to shift depending on many factors. We are always looking at this and it can be adjusted depending on high yield on which kind of learning is being done.</p> <p>Question 4: Regarding the Heads Up from Pat Carr recently, how and when will student exams be in person and no longer remote and why?</p> <ul style="list-style-type: none"> <li>Jane Dunlevy the exams after the start of AY 2023-24 in July 2023 the exams will all be in person, in part because MBME is not allowing proctored exams any longer. No more option to take them remotely will be offered. George Beddow volunteered to let the students know of their person exams in the future.</li> </ul> <p>Question 5: Students would like more exposure to the anesthesia drugs and have a radiologist and/or an anesthesiologist speak with the class to cover their interests and specialties.</p> <ul style="list-style-type: none"> <li>Susan Zelewski said that Dr. Ian Roche is back in town practicing and has been involved in clinical teaching. He would be a great person to reach out to.</li> <li>Pat Carr stated that if students want to know when they will be getting information on anesthesia drugs. I can provide this. It will be during their Medical School career, there is a time and a place for everything.</li> </ul>	
	<p><b>b. AY 2021-22 Unit 3 Director Report (Jane Dunlevy)</b>          We went through Unit 3 in the last meeting in full but did not motion or vote.          Jane Dunlevy moves to approve.</p>	<p><b>MSC to approve the AY 2021-22 Unit 3 Director Report. Kurt Borg // Jon Allen // carried.</b></p>

	<p><b>c. AY 2022 Unit 4 Director Report (Carr/Dunlevy)</b>  Pat Carr explains the report in Unit 4, Curriculum 2.0. This is a new Unit and cannot be compared to earlier curriculums. We have assessment outcomes from 20 years of assessment blocks. Regardless of the class, students or content, the assessment outcomes are very close to what they have been in the past. We had 3 students fail Unit 3 where one student withdrew, one took a leave of absence, one restarted with the class of 2026.  Curriculum 2.0 students are eased into Medical School so they can get used to a new city, a new campus, and a new school.  The student feedback was also discussed. Likes and dislikes but nothing that has not been addressed in one way or another.  Jon Allen talked about how the students liked having the SPETA (Specialized Physical Education Teaching Assistants) who are specialized to teach for the Physical Exam. Then we arrange for that to happen, and the students don't show up for the training. It's hard to know what they want, so we just keep trying.  Jane Dunlevy asks the committee if there is a move to approve.</p>	<p><b>MSC to approve the AY 2022 Unit 4 Director Report. Michelle Montgomery / Kurt Borg // carried.</b></p>
	<p><b>d. AY 2022 Unit 5 Director Report (Carr/Borg)</b>  Jane Dunlevy asked to start this Unit 5 discussion at the next meeting since we are near the end of the meeting time.</p>	<p><b>Action Item:</b> Will start the 5.9.23 meeting with AY 2022 Unit 5 discussion.</p>
<p><b>4. Future Agenda Items</b></p>	<p>Future Agenda Item:</p> <ul style="list-style-type: none"> <li>• AY 21-22 Unit 5 Director Report</li> <li>• AY 21-22 Unit 6 Director Report</li> <li>• AY 21-22 US 8 Director Report</li> <li>• AY 21-22 Phase 1 Report</li> <li>• Medical Students as TA's (Haage)</li> </ul> <p><u>Tabled</u></p> <ol style="list-style-type: none"> <li>1. Medical Student Lecture Attendance for Active/Interactive Learning (<i>continued</i>) <ol style="list-style-type: none"> <li>a. Amount to outside lecture payment for learning modality</li> </ol> </li> </ol>	
	<p>Meeting adjourned the meeting at 3:26 pm.</p>	<p>Next meeting May 9, 2023 at 2:00pm.</p>