

**Phase 1 Committee Meeting Minutes**

SMHS

**Tuesday, May 17, 2022 – 2pm via Zoom**

**In attendance:** Jon Allen, Kurt Borg, Pat Carr, Xuesong Chen, Jane Dunlevy, Amanda Haage, Eric Johnson, Mark Koponen, Michelle Montgomery, Jim Porter, Ken Ruit, Steffen Stroh, Rick Van Eck, Susan Zelewski.

**Members not in attendance:** Marc Basson, Megan Denis, Kara Eickman, Minnie Kalyanasundaram, Gunjan Manocha Dev Pant, Min Wu.

**Minutes Submitted by:** Alissa Hancock

**Minutes Reviewed by:** Jane Dunlevy

**Minutes Approved by:** Kara Eickman and Mark Koponen

MSC = motion made, seconded, carried

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
<b>1. Welcome/call to order</b>	Dr. Dunlevy, chair called the meeting to order at 2:02 pm via Zoom.	Informational
<b>2. Approval of Minutes 4.19.22</b>		<b>MSC to approve the 4.19.22 minutes. Kurt Borg Mark Koponen// carried.</b>
<b>3. Standing Items</b>	<b>Student Report</b> He is planning to attend the weekly feedback meetings to get a better feel for the feedback that is being provided.	Information
<b>4. Old Business</b>		
<b>5. New Business</b>	<b>a. Element/Standard 9.7 Formative Assessment and Feedback</b> Based on the data we received about being satisfied with the formative feedback we are assuming that MS1 students did not fully understand the meaning of formative feedback but as MS2 students they did. However, to gather more data on this we will add a question to the Mid-year Student Survey, as this going back to having student input but more faculty lead survey. Discussion continued and would like to continue to include a narrative feedback box for when student report they are unsatisfied in surveys to gather additional information. The feedback is helpful in us being able to address the areas of concern as we continue to evaluate our assessment and feedback processes.  Steffan Stroh will also ask the students about their formative feedback and can bring it up at the weekly feedback meeting for an informal update on this.	<b>ACTION ITEM:</b> Steffen Stroh will ask the class about the formative feedback for an informal update from students.  <b>MSC to accept the summary of the discussion and report it to UMEC. Mark</b>

		<b>Koponen / Kurt Borg // carried.</b>
	<p><b>b. Unit 5 Objectives</b></p> <p>This unit is focused on neurology. We reviewed the objectives and the ‘clinical skills’ objectives were updated to use the correct terminology for the unit. It was noted that the ‘Substance Abuse’ week objectives were updated to be more inclusive, but were also noted that they are related to research that is done within the school.</p>	<b>MSC to approve the Unit 5 objectives, pending approval of the Clinical Skills objectives. Jon Allen / Amanda Haage // carried.</b>
	<p><b>c. Unit 4 Objectives</b></p> <p>The ‘clinical skills’ and ‘physical exam’ objectives need to be updated and could be consolidated to match that of unit 5. After further discussion, Dr. Jon Allen will look at all the clinical skills and physical exam objectives for all the unit to ensure they are correct and bring back to the committee for review.</p> <p><b>ACTION ITEM:</b> These changes will need to be carefully tracked and marked in the minutes for clearer tracking.</p>	<b>MSC to accept the changes and the objectives for Unit 4. Eric Johnson / Mark Koponen // carried.</b>
	<p><b>d. AY 21-22 Unit 1 Report</b></p> <p>There were 78 students this unit and the way that we assessed in addition to the transition into curriculum 2.0. This unit had less histology compared to previous years. The Medical Science and Doctoring Skills scored very well in both areas. Also, the class scored a little higher on the CAS exams compared to the previous class. There were no unit failures and only one that had to who had to remediate their doctoring skills and assed. This was much better than the previous few years.</p> <p>Scheduled hours were 81% of the total maximum hours allowed to schedule per our policy. 88% of the students reported that they were satisfied with the amount of self-directed learning or unscheduled time.</p> <p>The integration of clinical science into the medical science with the clinical capsules to be included in the lecture PowerPoints. UMEC has also reaffirmed the use of clinical capsules and we will continue to work with faculty to increase the number of capsules included in their lectures.</p> <p>The pacing of content for this unit was intentionally set to be a little more relaxed to allow students to adjust to medical school and start establish health school / life balance. There were weekly quizzes that were mandatory but not graded, so students would be able to assess their study habits and learning pace for the content taught that week.</p>	<b>MSCS to accept the AY 21-22 Unit 1 report. Kurt Borg / Mark Koponen // carried.</b>

	<p>The Likert responses showed that biochemistry and molecular biology are on par with previous years. Histology and integration of Clinical and Basic Science and genetic were area of struggle for students and the access to lecture materials before the lecture. This is a challenge to get materials posted early if they have a series of lectures, as that can be a lot of work for them to get completed. However, the goals for next year are to provide more general guidance early in Histology for those experiencing it for the first time continue to work on the integration of clinical &amp; basic science. Discussion continued about the potential of remaining hybrid or if we will be in-person and the reasoning behind the mandatory sessions. There are some difficulties that lectures might experience in both scenarios and we will work with faculty for solutions for those that would like help.</p>	
	<b>e. AY 21-22 Unified Session 5 Report</b>	Tabled
	<b>f. AY 21-22 Unified Session 6 Report</b>	Tabled
	<b>g. Y2Q Review looking at Student Mistreatment</b>	Tabled
	<b>h. Mid Body Medicine Elective</b> <b>i. Credit? Assessment?</b>	Tabled
<b>6. Other Business</b>		
	Meeting adjourned the meeting at 3:35pm.	Next meeting May 31, 2022.