

Phase 2 Phase 3 Committee (P2P3C) Meeting Minutes  
 Tuesday, February 14, 2023 @ 5:00 pm via Zoom

**In attendance:**

Kassie Lutz, Kathryn Camburn, Christina Walker-Basu, Luke Roller, Susan Zelewski, Aaron Furstenau, Anna Haberman-Cherne, Marlys Peterson, Peter Bueide, Bryan Delage, Andrea Guthridge, Lisa Schock, Kamille Sherman, Joshua Morrell, Sabha Ganai, Devendranath Mannuru, James Porter, Scott Engum, Stephanie Reilly, Dane Breker, Jane Dunlevy, Marc Basson, Minnie Kalyanasundaram, Sara Westall, Chris Tiongson, Carla Mosser, David Schmitz, Patrick Carr

**Not in attendance:**

Jon Allen, Dinesh Bande, Sandi Bates, Bree Eliason, Kristi Hofer, Erin Snyder, Parag Kumar, Jau-Shin Lou, Dennis Lutz, Andy McLean, Alicia Norby, Jon Solberg.

**Minutes submitted by:** Christina Walker-Basu

**Reviewed by:** Susan Zelewski

**Approved by:** Sabha Ganai and Bryan Delage

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 5:00 p.m. by the chair Dr. Susan Zelewski.	Informational
2. Approval of January 10, 2023 minutes.		<b>MSC to approve the January 10, 2023 minutes. Bryan Delage / Lisa Schock // carried.</b>
3. Student Check-in		No updates
4. Old Business	<p><b>a.) Policies and Procedures</b></p> <ol style="list-style-type: none"> <li><b>1. Excused Absences/Tardiness for Third- and Fourth-Year Students 4.18</b></li> <li><b>2. Clerkship Professionalism procedure 5.10</b></li> </ol> <p style="text-align: center;">The policies committee is working on these policies.</p> <p><b>b.) Covid-19 related concerns</b>                      This item will be removed from the standing agenda and will be re-added with future needs.</p>	<p>Information</p> <p>No objections to remove Covid-19 as a standing agenda item.</p>

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5. New Business	<p><b>a.) SHaPE Sustainability – Department Updates</b>          All departments reviewed the contributions of the SHaPE program and determined they would not like to change the programs. This feedback will go back to the simulation center, but they will require assistance finding and retaining faculty for the program.</p>	Dr. Zelewski will pass the information to Dr. Allen.
	<p><b>b.) Timely Grading Report</b>          The first five rotations of this year were fully compliant with timely grading.</p>	Information
	<p><b>c.) 6.2 Review</b>          The clinical required encounters list is not changing for the class of 2025.</p>	Information
	<p><b>d.) Clerkship changes for class of 2025</b>          The internal medicine clerkship will be condensing lectures for the class of 2025 and making the FCO cards mandatory. They will also re-distribute the internal department 20% of grading points. No proportion changes in the overall grading.</p>	Information
	<p><b>e.) GQ #37-39 Review with ISA Data</b>          The additional student survey information was sent out and collects specific student experiences that emphasize how preceptor unprofessionalism impacts patient care and the learning environment. This document will be shared with the health systems, and has been sent to the department chairs to bring forward to department meetings and to their faculty to discuss. There is a CME course under development to educate on these topics, as well as a website through the DEI committee with educational materials to share with clinical faculty. But while resources are made available, please communicate with preceptors the importance of training and the impact of unprofessional behavior. Please also encourage students to report their concerns, even if they are not explicitly mistreatment. As a reminder, if a student brings forward a Title IX complaint, it needs to be sent to Dr. Porter immediately.</p> <p>GQ #39 shows areas that need improvement, these were reviewed.</p>	Dr. Zelewski updated that the DEI committee students are compiling resources for preceptors.

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6. Electives	There will be an email vote for new OBGYN Acting Internship sites due to Williston not being able to host students in period 1.	Information
7. Reports from Committees	<p><b>a.) UMEC - Dr. Zelewski</b>          There was discussion regarding the CBSE failures and changes for the future, including communication to students about the importance of the exam, considering purchase of UWorld instead of Board Vitals, and adjusting the timing of the exam. The proposal to include the CSPR grade on the dean's letter was approved.</p>	Information
	<p><b>b.) GMEC –Dr. Zelewski</b>          Edits to the residency grievances policy were approved. There was discussion of anticipated residency spots in pediatrics, neurology, hematology/oncology, and pathology. There will be an email vote regarding contract pay increases for residents.</p>	Information
	<p><b>c.) EASRC – Dr. Zelewski</b>          No Report</p>	Information
	<p><b>d.) CEMC – Dr. Zelewski</b>          No Report</p>	Information
8. Area Updates	<p>Dr. Scott Engum introduced Big Interview; a software program available to all UND health sciences students and residents. It includes training modules, AI generated feedback, and recordings to boost student performance with interviewing. It covers 80% of common questions students face with residency interviews, as well as the ability to add custom questions for students to practice. Dr. Engum also discussed using it with residents to practice oral boards.</p>	<p>Information</p> <p>Dr. Zelewski will share log-in information with everyone when it is available.</p>
9. Adjournment	Meeting was adjourned at 5:38 pm.	<p><i>The next regular meeting is scheduled for March 14, 2023, at 5:00 pm.</i></p>

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