

Phase 2 Phase 3 Committee (P2P3C) Meeting Minutes  
 Tuesday, June 14, 2022 @ 5:00 pm via Zoom

**In attendance:** Ashley Anderson, Dinesh Bande, Sandi Bates, Dane Breker, Kathy Camburn, Pat Carr, Bryan Delage, Scott Engum, Sabha Ganai, Stephanie Hoffman, Minnie Faith, Stacie Klegstad, Parag Kumar, Andy McLean, Joshua Morrell, Carla Mosser, Marlys Peterson, Jim Porter, Luke Roller, David Schmitz, Lisa Schock, Jennifer Shaw, Tracey Steffes, Chris Tionson, Christina Walker-Basu, Susanna Warner, Sara Westall, Susan Zelewski.

**Guests:** Jon Allen and Jason Waechter

**Not in attendance:** Marc Basson, Chris DeCock, Jane Dunlevy, Scott Knutson, Jau-Shin Lou, Dennis Lutz, Devendranath Mannuru, Alicia Norby, Kamille Sherman, Jon Solberg, Steve Tinguely.

**Minutes submitted by:** Alissa Hancock

**Reviewed by:** Susan Zelewski

**Approved by:** Lisa Schock and Kamille Sherman

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 5:01 p.m. by the chair Dr. Susan Zelewski.	Informational
2. Approval of May 10, 2022 minutes.		<b>MSC to approve the May 10, 2022 minutes. Luke Roller / Sabha Ganai // carried.</b>
3. Student Check-in		Information
4. Old Business	<b>a.) Policies and Procedures</b>  <b>b.) Covid-19 related concerns</b>	Information
5. New Business	<b>a.) STEP 2 Prep (Class 2024)</b> These students just started Phase 2. They do not have time to complete the step prep in phase 2 and will need complete it in phase 3. However, for those students that want to go into Emergency Medicine or other competitive specialties need those first three rotations in phase 3 to complete their home rotation and two away electives required to apply for residency.	<b>MSC to recommend that the STEP 2 Prep course be an elective for the class of 2024. Scott Engum / Luke Roller // carried.</b>

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	<p>The question is do we make this elective optional like we did for the class of 2023 or require it for the class? If not required, then they need to be aware of the tools available to them to use for self-assessment regardless if they take the step prep course or not.</p>	
	<p><b>b.) STEP 1 Discussion (Class 2025)</b>        UMEC voted to adjust the timing of the STEP Prep course for the class of 2025, and going forward with STEP 1 being 4-week and STEP 2 course be 8-weeks and both are required. However, we need to set when the courses could be in the phase(s). Students also need to take STEP 2 by mid-August in Phase 3 to have their scores in time for applications.</p> <p>Discussion about how we can schedule the STEP Prep courses into the phases. We also need to decide how often this elective will be offered. Has been discussed with the Neurology department who would like to maintain their clerkship in phase 2 and at 4 weeks. The current 4 week elective being scheduled early in phase 2 for some students has not worked well as they are restricted on what can be taken. Which also led to the discussion of the transition from phase 2 to phase 3, is it in the correct spot? We can change that if we need to. Another suggestion was to recommend back to UMEC that the prep courses be 6-weeks instead of 8-weeks and/or pair 4-weeks with 2-weeks' vacation.</p> <p>Dr. Susan Zelewski will share the PowerPoint document that allows you to try to rearrange the clerkships, evaluation and vacation for possible options. Also, we should consider sharing a couple examples, so students can see what they might have to give up for something else they are wanting.</p> <p>The discussion will continue at our next meeting.</p>	<p>Information</p> <p>Discussion to continue.</p>
	<p><b>c.) Duty Hours Scenario</b></p>	<p>Tabled</p>

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	<p><b>d.) Vote for Chair for next year</b>          Nomination for Susan Zelewski to continue for another year.</p>	<p><b>MSC to approve Susan Zelewski as chair for AY 22-23. Bryan Delage / Sabha Ganai // carried.</b></p>
6. Electives	<p><b>a. POCUS Emergency Medicine</b>          Discussed the elective and concerns.          The committee would like to know more about the consent process to upload the images even in a de-identified fashion.          No representatives from the department present to answer the question today.</p>	<p><b>Question will be forwarded to the department for response. Tabled to next meeting.</b></p>
	<p><b>b. STEP 2 Prep Elective edits</b>          These changes are due to students in this last rotation have been answering 1 question or answering them all in 8 minutes on the NBME practice exams associated with the prep course and consider that to fulfill their participation requiremen. So, we want to change objective #8 to be participate and complete activities.</p> <p>Discussion about the professionalism that this shows and how we might be able to also deter this type of behavior. To inform the students right away that not fully participating would lead to a letter of unprofessionalism was suggested and how we might be able to notify MSAPC if they should fail their STEP exam and not fully participate in the course.</p>	<p><b>MSC to recommend approval of the elective with the addition of a letter of unprofessionalism for not fully participating and the practice exam scores would be forwarded to MSAPC fi they should fail their STEP exam. Bryan Delage / Sabha Ganai // carried.</b></p>
7. Reports from Committees	<p><b>a.) UMEC - Dr. Zelewski</b>          All our reports were approved and there will no longer be a note writing part for the CSPR because there is no time for quality feedback to students. The Unit 1 report was accepted and there were improvements in the unit, which was thought to be from the decompressing the first two units of phase 1.</p> <p>We also discussed formative feedback in phase 1, but we will likely be discussing formative feedback also for phase 2 &amp; 3 in the future. Phase 1 objectives were approved with continuous monitoring and editing. Also, the “class rank”</p>	<p>Information</p>

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	subdivision at the end of the Dean’s Letter will only include the scores from phase 2 starting with the class of 2026. This is to try to improve the student wellness in phase 1 and also help with the amount of challenge questions.	
	<p><b>b.) GMEC –Dr. Zelewski</b>          FYI: The Residents as Teachers checklist must be completed by July 6<sup>th</sup> this year, which is earlier than before. UND residents will have clinical restrictions and other residents will not be allowed to teach, if they do not meet complete the checklist.</p> <p>UND would like to offer a hybrid of in-person and virtual for interviews. However, we are encouraging students to do in-person if offered due to the increase in a better outcome vs virtual. GMEC is also discussing the policy for family and parental leave. The conversation is still on going.</p>	Information
	<p><b>c.) EASRC</b>          We are waiting on LCME report</p>	Information
	<p><b>d.) CEMC – Dr. Zelewski</b>          Worked on the phase 3 report template and will be used to complete the AY 21-22 report soon. This report will be reviewed here and approved by UMEC before going to the Annual Medical Curriculum Retreat in September.</p>	Information
8. Area Updates	<p>Annual Medical Curriculum Retreat, Thursday, September 8, 2022 and will be all virtual.</p> <p>Also, meeting records are available by request. Please contact Alissa Hancock for the link.</p>	
9. Adjournment	Meeting was adjourned at 6:29 pm.	<i>The next regular meeting is scheduled for July 12, 2022, at 5:00 pm.</i>