Undergraduate Medical Education Committee Meeting Minutes SMHS

Wednesday, January 10, 2024 - 4:30 PM, via Zoom

In attendance: Pat Carr, Chris DeCock, Kara Eickman, Erik Heitkamp, Jeremy Holloway, Susan Roe, Rick Van Eck, Roxanne Vaughan, Susan Zelewski, King, James Wagner, Kurt Borg, Megan Denis, Eric Johnson, Andy McLean, Jim Porter, Ken Ruit, Minnie Kalyanasundaram, David Schmitz, Erika Johnson, Sara Westall, Janet Anderson

MSC: Motion, Second, Carried

Minutes Submitted by: Dawne Barwin

Minutes Reviewed by: Pat Carr

Minutes Approved by: Susan Roe and King

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	UMEC Chair, Pat Carr, called the meeting to order at 4:30 pm via Zoom. If no objections, he proposed the time of adjournment to be 6:00pm.	Informational
2. Approval of Minutes	Approve the UMEC minutes from December 13, 2023	MSC to approve the December 13, 2023 minutes by Susan Roe / Roxanne Vaughan // carried.
3. Student Check-in	King, Jon Roberts, James Wagner: nothing to report.	
4. Committee Reports and consent agenda items (Annual and Unit reports and policies not eligible for the consent agenda)	Committees: P2P3C—SZ i. Verbal Report: There will be an email electronic vote sent out on 1.11.24 for the motion to approve the following courses as recommended by P2P3C: 1. Public Health update 2023 2. Revised Clinical Elective Sheet PSYB 9103 edits 3. Med-9503 Proposed 8 week 4. Med-9601-15 Military Leadership Phase 3 5. OB AI Trinity Health Minot New 12.13.23 modifies objectives ii. Consent agenda: P2P3C 10.10.23 Minutes	Electronic Vote to approve the following P2P3C courses. 1. Public Health update 2023, 2. Revised Clinical Elective Sheet PSYB 9103 edits 3. Med-9503 Proposed 8 week 4. Med-9601-15 Military Leadership Phase 3, 5. OB AI Trinity Health Minot New 12.13.23 modifies objectives.
	 Neurology Core Clerkship Activities and Preparedness for Residency discussed GQ #10 and 11, GQ #20-21 and 37-50 discussed 	Chris DeCock / Michelle Montgomery / and 5

- ROME Report* (from P2P3C 11.14.23 meeting)
- Family Medicine Clerkship Report 2022-2023* (from P2P3C 11.14.23 meeting)
- SURG-9311.xx Interventional Pain Management (routing) EGF Riverview* Location change: (from P2P3C 11.14.23 meeting)

CEMC – AS/RVE

- i. Verbal Report: Currently discussing proposed New Words Proposal Process beginning with Unit 1 in 2024, every 2 years the existing mapping for Phase 1 Curriculum will be sent to the faculty for review to add or subtract appropriate key words.: RVE
- ii. Consent agenda:
 - CEMC Minutes 11.27.23

P1C – JD: Tabled due to Chair absence

- i. Verbal Report:
- ii. Consent Agenda:

MPPRC - JP

- i. Verbal Report:
 - MPPRC 11.13.23 meeting was cancelled.
- ii. Consent Agenda:
 - MPPRC 10.9.23 Minutes

DEIC- MM/RV:

- i. Verbal Report:
- ii. Consent agenda:

DQIP / Office of Medical Accreditation: EASRc/SASRc/FASRc: KR

i. Annual Student Engagement Survey (ASES) is very close to being distributed via email with incentives to complete the entire survey.

Ad hoc committees: none

subsequent votes // carried on 1.11.24.

MSC to approve the **Committees Consent** Agenda items: P2P3C 10.10.23 Minutes, **Neurology Core Clerkship Activities and Preparedness for** Residency, GQ #10 and 11, GQ #20-21 and 37-50 discussed, ROME Report, **Family Medicine** Clerkship Report 2022-2023, SURG-9311.xx Interventional Pain Management (routing) **EGF Riverview Location** change, CEMC Minutes **11.27.23, MPPRC Minutes** 10.9.23 by Chris DeCock / Michelle Montgomery // carried.

5. Special Orders	Special Orders: something of importance for this meeting alone.	
	 ACTION ITEM: Chris DeCock will look to see if this is a policy concern. He will report back to UMEC with his findings. Policy #1.2 Interactions with Vendors/Sales Representatives and Industry Support for all SMHS employees and students. (From 10.25.23 UMEC meeting) Susan Zelewski reports that a plan has been developed; UND will host campus dinners (four campuses and for Phase 1 and Phase 2/3 students) for students and health systems can sponsor if they wish; this will be coordinated through SMHS Office of Alumni & Community Relations, Director Brian Schill. Student Feedback since 12.13.23 meeting: No narrative, error Request to attend wrap-up remotely, it will continue in building Feedback x2 on comments made by a lecturer Feedback on content being taught 	Information
6. Unfinished Business		Information
7. New Business		
8. Other Business		
9. Adjournment	Meeting was adjourned at 5:58 pm	Information
	Next Meeting January 24, 2024 at 4:30 pm via Zoom	