

**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

**Minutes Submitted by:** Dawne Barwin

**Minutes Reviewed by:** Pat Carr

**Minutes Approved by:** Susan Roe and King

**MSC: Motion, Second, Carried**

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
<b>1. Welcome/call to order</b>	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
<b>2. Approval of Minutes</b>	Approve the UMEC minutes from December 13, 2023	<b>MSC to approve the December 13, 2023 minutes by Susan Roe / Roxanne Vaughan // carried.</b>
<b>3. Student Check-in</b>	King, Jon Roberts, James Wagner: nothing to report.	
<b>4. Committee Reports and consent agenda items</b> (Annual and Unit reports and policies not eligible for the consent agenda)	<p><b>Committee Reports</b> Committees: P2P3C—SZ</p> <p>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:</p> <ol style="list-style-type: none"> <li>1. Public Health update 2023</li> <li>2. Revised Clinical Elective Sheet PSYB 9103 edits</li> <li>3. Med-9503 Proposed 8 week</li> <li>4. Med-9601-15 Military Leadership Phase 3</li> <li>5. OB AI Trinity Health Minot New 12.13.23 modifies objectives</li> </ol> <p>ii. Consent agenda:</p> <ul style="list-style-type: none"> <li>• P2P3C 10.10.23 Minutes</li> <li>• Neurology Core Clerkship Activities and Preparedness for Residency discussed</li> <li>• GQ #10 and 11, GQ #20-21 and 37-50 discussed</li> </ul>	<p><b>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. Chris DeCock / Michelle Montgomery / and 5</b></p>

- 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

- 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
- Consent agenda:
  - CEMC Minutes 11.27.23

P1C – JD: Tabled due to Chair absence

- Verbal Report:
- Consent Agenda:

MPPRC - JP

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

DEIC- MM/RV:

- Verbal Report:
- Consent agenda:

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

- 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.**

