## Undergraduate Medical Education Committee Meeting Minutes SMHS Wednesday, October 11, 2023 - 4:30 PM, via Zoom

In attendance: Pat Carr, Chris DeCock, Kara Eickman, Jeremy Holloway, Susan Roe, Chernet Tessema, Rick Van Eck, Susan Zelewski, King, Jon Roberts, Megan Denis, Michelle Montgomery, Eric Johnson, Andy McLean, Jim Porter, Minnie Kalyanasundaram, Erika Johnson, Sara Westall, Lisa Shock, Janet Anderson. Minutes Submitted by: Dawne Barwin

Minutes Reviewed by: Pat Carr

Minutes Approved by: Susan Roe and Jane Dunlevy

MSC: Motion, Second, Carried

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	We will approve the UMEC minutes from 9.27.23.	MSC to approve the 9.13.23 minutes by Susan Roe / Chris DeCock // carried.
3. Student Check-in	<ul> <li>King brought up a question on a Histology Lab in Unit 7, Pat Carr said that this is not a UMEC issue but is determined by the individual faculty member</li> <li>We will strive to ensure that students know, through LEO, which activities will be recorded and which will not be recorded (histo labs, neuro labs and gross anatomy labs have traditionally not been recorded)</li> <li>King said that the class of 2026 has an interest group that would like to do a Community Service event but want to make sure the students would be covered by liability insurance.</li> <li>This topic will be researched and brought to the next UMEC meeting on 11.25.23.</li> </ul>	Information
4. Committee Reports and consent agenda items (Annual and Unit reports and policies not eligible for the consent agenda)	<ul> <li>Committee Reports         <ul> <li>Committees</li> <li>P2P3C—SZ</li> <li>i. Verbal Report:                 <ul> <li>The Clerkship Professionalism Policy is in progress in MPPRC and will then come to P2P3C and P1C for input, then forwarded to UMEC for approval.</li> <li>GQ: Q #8, #10 were reviewed with zero action items.</li> <li>Phase 2 Report:</li> </ul> </li> </ul> </li> </ul>	

<ul> <li>Domain 1 our recommendation was for the SHaPE, H&amp;P is formative. It is not a summative assessment of the student's performance. It was suggested that this be removed as a measurement for Domain 1. We will refer this to CEMC for discussion. It can then come back to UMEC for approval.</li> <li>Domain 2 in the note writing section that had been piloted this and next year, we see increased feedback in SHaPE and we will be monitoring the scores.</li> <li>Domain 4 the lowest score tends to be whether students get all communication pieces done. This tends to be the last thing they do. We would like to add a question to the CSPR that asks whether the student ran out of time so we can make a fair judgement of their skills.</li> <li>Domain 6, if UMEC would like more specific reporting on this goal, that UMEC identify specific target topics or areas of assessment so we can incorporate that going forward.</li> <li>Domain 7 is the interprofessional interaction in healthcare settings. Icicle is no longer a stand-alone activity because of the IPE badge that the Class 2026 is required to do. We would like to add this measurement by adding the badging progress into the Phase 2 Report.</li> <li>Domain 8 is maintaining personal wellness. We would like to see UMEC design specific questions they want to the Mid-Year Survey to evaluate the Phase 2 – Domain 8.</li> <li>All goals were met for Phase 2 curriculum.</li> </ul>	MSC to approve the Phase 2 Report and the mentioned 4 requests. Michelle Montgomery / Kara Eickman // carried.
<ul> <li>Phase 3 Report         <ul> <li>We did not have any action items; all domain goals were met successfully.</li> <li>In Metric 2 we recommend to re-evaluate the linked objectives in the clerkships to the competencies in Phase 3, we are looking for redundancies. We do not recommend any changes but also need UMEC 's opinion on it.</li> <li>In Metric 3 there was a Phase 3 violation but it was informationally taken care of.</li> <li>In Metric 4 we continue to actively recruit new faculty.</li> <li>Our biggest question is it required, the IHI quality for when students are soon to transition to residency, this does not actually reflect what we</li> </ul> </li> </ul>	MSC to approve the Phase 3 Report and the mentioned requests. Michelle Montgomery / Kara Eickman // carried.

	teach in this phase.	
	<ul> <li>Ken Ruit said there are no LCME accreditation issues with this.</li> </ul>	MSC to approve the
		Consent Agendas; for
ii.	Consent agenda:	P2P3C 9.12.23 minutes
	P2P3C Minutes from 9.12.23	and the Ophthalmology
	Ophthalmology AI Course Description (approved April 2023 at P2P3C but not	Al Course Description,
	at UMEC	the P1C 9.19.23 minutes and the Paul Carson's
CENA		Spirituality as a Social
i.	C – RVE Verbal Report:	Determinant of Health
1.	All Mapping to Terms work is completed for the 2023 Curriculum Retreat /	integration into Unit 1,
	Boot Camp is the only term not mapped.	the MPPRC 9.11.23
	<ul> <li>P2 and P3 Reports are completed and will be voted on at this meeting from</li> </ul>	minutes on this UMEC
	P2P3C	Agenda. Kara Eickman
		and Susan Roe // carried.
ii.	Consent agenda:	
P1C -	- JD:	
i.	Verbal Report:	
	• George Beddow and King: PP presentation on Open Panel feedback from Phase 1 students with discussion regarding Unit 6	
ii.	Consent agenda:	
	P1C Minutes from 9.19.23	
	• Dr. Paul Carson's Spirituality as a Social Determinant of Health (To integrate this	
	information into Unit 1 and interviewing the patient)	
MDD	RC – JP	
i.	Verbal Report:	
•	We are working on Policy 4.20, KR, JP and RVE.	
•	Reviewing 2023-2024 list of Policies and Procedures to start work from:	
	<ul> <li>2.2 - Clinical Clerkships Policy</li> </ul>	
	<ul> <li>4.5 - Expectations of Medical Students Outside of School</li> </ul>	
	• 4.22 - ND PHP	

	<ul> <li>5.7 - Clerkship Grade Submission Procedure</li> <li>5.8 - AI Grade Submission Procedure</li> <li>5.10 - Clerkship Professionalism Procedure</li> <li>5.11 - Clerkship Grading Procedure</li> <li>ii. Consent agenda:         <ul> <li>MPPRC 9.11.23 Minutes</li> </ul> </li> <li>DEIC-MM</li> </ul>	
	<ul> <li>i. Verbal Report:</li> <li>ii. Consent agenda:</li> <li>DQIP / Office of Medical Accreditation: EASRc/SASRc/FASRc: KR</li> <li>Ad hoc committees: none</li> </ul>	
5. Special Orders	<ul> <li>a) Annual Curriculum Retreat Update: PC <ul> <li>We have been meeting regularly and the agenda has been finalized. Reminder to attend on Thursday, October 26, 2023. It is a virtual meeting from 8am to 3:30pm. I encourage everyone to attend.</li> </ul> </li> <li>b) UWorld information update: <ul> <li>Follow up of May 23, 2023 discussion on policy language with use of BoardVitals verses UWorld as learning tools. On Dr-Ed, there was a listserv discussion regarding what schools were using UWorld and the information has been collected but the finalized compilation is not yet available.</li> </ul> </li> <li>c) The work is ongoing with combining all Professionalism policies into Policy 4.20, Jim Porter reported.</li> <li>d) Student anonymous feedback update has already been covered by King.</li> <li>e) Curriculum as a Whole Report 2022-23: Rick Van Eck, available to review on Blackboard.</li> <li>Action items from UMEC to consider, there is an active move to increase independent learning.</li> <li>With the TLAS Teaching Academy I am working to imbed quizzes into the lecture in Unit 8. Students watch the videos and it pauses at key points to ask multiple answer questions.</li> <li>We have 44 free licenses left for Mentimeter Polling.</li> </ul>	Information MSC to approve the Curriculum as a Whole 2022-23 Report (Rick Van Eck will email it to Dawne Barwin and then it will be placed on Blackboard.)

	<ul> <li>All metrics have been met, the curriculum is healthy by all standards and there are no recommendations.</li> </ul>	Lisa Schock / Kara Eickman // Carried.
6. Unfinished Business		
7. New Business		
8. Other Business		
9. Adjournment	Meeting was adjourned at 5:56 pm	Information
	Next Meeting October 25, 2023 at 4:30 pm via Zoom	