

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 style="list-style-type: none"> • 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 • 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) • 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. • This topic will be researched and brought to the next UMEC meeting on 11.25.23. 	Information
4. Committee Reports and consent agenda items (Annual and Unit reports and policies not eligible for the consent agenda)	Committee Reports Committees P2P3C—SZ <ul style="list-style-type: none"> i. Verbal Report: <ul style="list-style-type: none"> • 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. • GQ: Q #8, #10 were reviewed with zero action items. • Phase 2 Report: 	

	<p>teach in this phase.</p> <ul style="list-style-type: none"> ○ Ken Ruit said there are no LCME accreditation issues with this. <p>ii. Consent agenda:</p> <ul style="list-style-type: none"> ● P2P3C Minutes from 9.12.23 ● Ophthalmology AI Course Description (approved April 2023 at P2P3C but not at UMEC) <p>CEMC – RVE</p> <p>i. Verbal Report:</p> <ul style="list-style-type: none"> ● All Mapping to Terms work is completed for the 2023 Curriculum Retreat / Boot Camp is the only term not mapped. ● P2 and P3 Reports are completed and will be voted on at this meeting from P2P3C <p>ii. Consent agenda:</p> <p>P1C – JD:</p> <p>i. Verbal Report:</p> <ul style="list-style-type: none"> ● George Beddow and King: PP presentation on Open Panel feedback from Phase 1 students with discussion regarding Unit 6 <p>ii. Consent agenda:</p> <ul style="list-style-type: none"> ● 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) <p>MPPRC – JP</p> <p>i. Verbal Report:</p> <ul style="list-style-type: none"> ● We are working on Policy 4.20, KR, JP and RVE. ● Reviewing 2023-2024 list of Policies and Procedures to start work from: <ul style="list-style-type: none"> ○ 2.2 - Clinical Clerkships Policy ○ 4.5 - Expectations of Medical Students Outside of School ○ 4.22 - ND PHP 	<p>MSC to approve the Consent Agendas; for P2P3C 9.12.23 minutes and the Ophthalmology AI Course Description, the P1C 9.19.23 minutes and the Paul Carson’s Spirituality as a Social Determinant of Health integration into Unit 1, the MPPRC 9.11.23 minutes on this UMEC Agenda. Kara Eickman and Susan Roe // carried.</p>
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	<ul style="list-style-type: none"> ○ 5.7 - Clerkship Grade Submission Procedure ○ 5.8 - AI Grade Submission Procedure ○ 5.10 - Clerkship Professionalism Procedure ○ 5.11 - Clerkship Grading Procedure <p>ii. Consent agenda:</p> <ul style="list-style-type: none"> ● MPPRC 9.11.23 Minutes <p>DEIC-MM</p> <p>i. Verbal Report:</p> <p>ii. Consent agenda:</p> <p>DQIP / Office of Medical Accreditation: EASRc/SASRc/FASRc: KR</p> <p><i>Ad hoc</i> committees: none</p>	
<p>5. Special Orders</p>	<p>a) Annual Curriculum Retreat Update: PC</p> <ul style="list-style-type: none"> ● 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. <p>b) UWorld information update:</p> <ul style="list-style-type: none"> ● 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. <p>c) The work is ongoing with combining all Professionalism policies into Policy 4.20, Jim Porter reported.</p> <p>d) Student anonymous feedback update has already been covered by King.</p> <p>e) Curriculum as a Whole Report 2022-23: Rick Van Eck, available to review on Blackboard.</p> <ul style="list-style-type: none"> ● Action items from UMEC to consider, there is an active move to increase independent learning. ● 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. ● We have 44 free licenses left for Mentimeter Polling. 	<p>Information</p> <p>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.)</p>

	<ul style="list-style-type: none"> All metrics have been met, the curriculum is healthy by all standards and there are no recommendations. 	Lisa Schock / Kara Eickman // Carried.
6. Unfinished Business		
7. New Business		
8. Other Business		
9. Adjournment	<p>Meeting was adjourned at 5:56 pm</p> <p>Next Meeting October 25, 2023 at 4:30 pm via Zoom</p>	Information