

Undergraduate Medical Education Committee Meeting Minutes

SMHS

Wednesday, February 14, 2024 - 4:30 PM, via Zoom

In attendance: Pat Carr, Jane Dunlevy, Kara Eickman, Jeremy Holloway, Susan Roe, Chernet Roxanne Vaughan, Tessema, Rick Van Eck, Susan Zelewski, King, Jon Roberts, James Wagner, Kurt Borg, Megan Denis, Eric Johnson, Jim Porter, Ken Ruit, Dinesh Bande, Minnie Kalyanasundaram, David Schmitz, Steve Tinguely, Erika Johnson, Janet Anderson

Minutes Submitted by: Dawne Barwin

Minutes Reviewed by: Pat Carr

Minutes Approved by: Susan Roe and Susan Zelewski

MSC: Motion, Second, Carried

| AGENDA ITEM | SUMMARY | ACTION/FOLLOW-UP |
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| 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 January 24, 2024 | MSC to approve the January 10, 2024 minutes by Susan Roe / Kara Eickman // carried. |
| 3. Student Check-in | King, Jon Roberts, Jon Roberts, James Wagner: <ul style="list-style-type: none">James Wagner had a class of 2027 concern regarding the outcome of the exam results of Unit 3, why the difficulties?Pat Carr said Unit 3 is more difficult than Units 1 or 2, with the new curriculum we tried to ramp up as the units go and start a bit easier in Unit 1 and get more difficult as you proceed. Some students who struggled in Unit 1 and 2 and/or are on the break of passing in Unit 3 may have found Unit 3 difficult. We had 10 failures in Unit 3.Jane Dunlevy said there is more independent learning in Unit 3, so the students have more responsibility to stay ahead of everything. Students must look at the material and learn it completely by the time it is presented on the exam calendar, if you do not you are behind.King said the students were aware that pathology information was going to be on CAS.Kurt Borg added that Dr. Mariani said he was not going to ask questions on mechanisms of HIV drugs, yet they were, but Dr. Clarens tested on it. This may have been part of a misunderstanding. | Information |

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| | <ul style="list-style-type: none"> • King said we need to make sure when class of 2027 knows to ignore any rumor mills and if there are rumors about the exam, have the class representatives go to faculty to get them quashed. • Jane Dunlevy said that any of the material you have learned can show up as a question on any of the exams. Students cannot game it as to this or that will be on the exam, just know it all. • Pat Carr asked Jane Dunlevy to send out that explanation to the students in her weekly email to them. Nobody should be learning in a just for a particular exam because in the long term you need to know all the material. • We always self-analyze all the results to continually improve were needed. We encourage students to talk to the faculty that are involved. • Susan Roe explained when she was in medical school, she studied using the vacuum technique. You do not turn the page until you know the entire page. She will teach anyone this learning technique that will get you through any exam. | |
| <p>4. Committee Reports and consent agenda items (Annual and Unit reports and policies not eligible for the consent agenda)</p> | <p>Committee Reports Committees:</p> <p>P2P3C—SZ</p> <ul style="list-style-type: none"> i. Verbal Report: 3 clerkship changes going forward <ul style="list-style-type: none"> • OB Clerkship changes for Class of 2026 • Neuro Clerkship changes for Class of 2026 • FMED Clerkship changes for the class of 2026 <ul style="list-style-type: none"> ○ All have seen an increase in honors- proposed changes to get honors % to 20%, they have increased ii. Consent agenda: <ul style="list-style-type: none"> • Annual OBGYN Clerkship Report 2022-23 with amendment of 2 terminology edits • Epidemiology Course Annual Report 2022-2023 • Psych Clerkship Annual Report 2022-2023 <p>CEMC – RVE</p> <ul style="list-style-type: none"> i. Verbal Report: Ongoing work about clarifying what we use for Horizontal Integration Terms. ii. Consent agenda: <ul style="list-style-type: none"> • CEMC 1.8.24 Minutes • Horizontal Integration Phase 1-CEMC Approved | <p>MSC to approve the 3 Clerkship changes in P2P3C Verbal Report. OB Clerkship changes for Class of 2026, Neuro Clerkship changes for Class of 2026, FMED Clerkship changes for the class of 2026. Jane Dunlevy / Susan Roe // carried.</p> <p>MSC to approve all the Committees Consent Agenda items: P2P3C Annual OBGYN Clerkship Report 2022-23 with amendment of 2 terminology edits, Epidemiology Course</p> |

- SMHS Curriculum Management Systems White Paper V24
 - Comparing our Phases as a whole and watching for scope creep with evaluations on the curriculum and quality audits. We continue to go through to make sure templates reflect our best practices or if not we make modifications.

P1C – JD:

- i. Verbal Report: George Beddow looked at the low rating in pharmacology and analysed and found two areas of concern, 1 being students needing more information on oncology drugs and 2, students need more information on anesthesiology drugs. Lauren Huddle created a CAS exam data study report and we are looking at this issue and will put into place more information on oncology and anesthesiology drugs in the curriculum.
- ii. Consent Agenda:
 - P1C 1.16.24 Minutes

MPPRC - JP

- i. Verbal Report:
 - Policy 4.22, Medical Student Evaluation, Treatment and Rehabilitation for Physical, Mental Health and Substance Dependency/Abuse Issues – The North Dakota Professional Health Program
 - PHP Sub-committee is currently working on this policy.
- ii. Consent Agenda:
 - MPPRC 12.11.23 Minutes
 - Policy 2.2 Clinical Clerkships Policy (Policy 2.2 was MSC at MPPRC 12.11.23 to move to UMEC for approval, was tabled at UMEC 12.13.23 and 1.10.24 meetings)
 - From P2P3C for MPPRC to approve and move to UMEC:
 - 5.7 Clerkship Grade Submission (MPPRC 1.8.24 meeting)
 - 5.8 Acting Internship Grade Submission Procedure (MPPRC 1.8.24 meeting)
 - 5.11 Clerkship Grading Procedure (MPPRC 1.8.24 meeting)
 - 4.21 Clinical Supervision Policy for Medical Students edits P2P3C 12.12.23 (E, 16 is the addition) (MPPRC 1.8.24 meeting)

DEIC- MM/PC

Annual Report 2022-2023, Psych Clerkship Annual Report 2022-2023, CEMC 1.8.24 Minutes, Horizontal Integration Phase 1-CEMC Approved, SMHS Curriculum Management Systems White Paper V24, P1C 1.16.24 Minutes, MPPRC 12.11.23 Minutes, Policy 2.2 Clinical Clerkships Policy, from P2P3C for MPPRC to approve and move to UMEC: 5.7 Clerkship Grade Submission, 5.8 Acting Internship Grade Submission Procedure, 5.11 Clerkship Grading Procedure, 4.21 Clinical Supervision Policy for Medical Students edits, DEIC Minutes 1.2.24. Jane Dunlevy / Susan Roe // carried.

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| | <ul style="list-style-type: none"> i. Verbal Report: ii. Consent agenda: <ul style="list-style-type: none"> • DEIC Minutes 1.2.24 <p>DQIP / Office of Medical Accreditation: EASRc/SASRc/FASRc: KR</p> <ul style="list-style-type: none"> • Ken Ruit reported the Annual Student Survey closed last weekend with 100% participation over the 4 classes. We will clean up to make sure there are no duplicates or partially completed surveys. Continuous quality improvement is so useful for the LCME status report later this summer. • Rick Van Eck said we really appreciate the student input. It is a long survey, there were incentives, but we are grateful because it makes a difference and we act on what we can act on. Big deal 100% completion! <p><i>Ad hoc committees: none</i></p> | |
| <p>5. Special Orders</p> | <p>Special Orders: something of importance for this meeting alone.</p> <ul style="list-style-type: none"> i. Update on UWorld/BoardVitals discussion - PC <ul style="list-style-type: none"> • An update from the UMEC 1.24.24 meeting, the working group decided to ask a couple of students to demonstrate UWorld and BoardVitals so we could compare, however, the first thing we are going to do is manage the language in policy 4.20 and then would explore BoardVitals versus UWorld. • Jim Porter said that Policy 4.20 it is not in its final form as of last year. Is to be reviewed by MPPRC by the end of this academic year. Academic Probation is what is used in the University documentation on main campus. • Pat Carr said I will find the 2 students to demonstrate each with the working group to see their differences and then come back to present the information found to UMEC. ii. From DEIC: proposal to integrate DEI question(s) into PCL cases: PC <ul style="list-style-type: none"> • At the DEIC February 2, 2024 meeting I presented an initiative to create some DEI information to go into a number of PCL cases. A series of 1-2 questions may go into earlier PCL cases. The goal of these questions would be for the students to be intentionally thinking about DEI. For instance, how may this patient be different than myself and recognize the difference. This is a work in progress. | <p>MSC Proposal to integrate DEI questions into PCL cases. Susan Roe / Jeremy Holloway // carried.</p> |

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| | <ul style="list-style-type: none"> • There was discussion that PCL facilitators should have direction on how to help students if they say, "I don't know." There needs to be examples for the facilitators to use on how to help students in the facilitator guide. | |
| 6. Unfinished Business | | |
| 7. New Business | <ul style="list-style-type: none"> i. Jane Dunlevy wants students to be aware of Unit 3 scheduling coming up in AY 2024 may have some problems where the Thanksgiving break, Christmas break, and the MLK holiday will breakup some unit. | Information |
| 8. Other Business | | |
| 9. Adjournment | <p>Meeting was adjourned at 5:04 pm</p> <p><i>Next Meeting February 28, 2024 at 4:30 pm via Zoom</i></p> | Information |