

Undergraduate Medical Education Committee Meeting Minutes

SMHS

Wednesday, May 22, 2024 - 4:30 PM, via Zoom

In attendance: Pat Carr, Chris DeCock, Jane Dunlevy, Kara Eickman, Erik Heitkamp, Jeremy Holloway, Susan Roe, Chernet Tessema, Rick Van Eck, Susan Zelewski, James Wagner, Kurt Borg, Andy McLean, Michelle Montgomery, Jim Porter, Ken Ruit, Adrienne Salentiny, Dinesh Bande, Minnie Kalyanasundaram, David Schmitz, Sara Westall, Janet Anderson, Brianna Lupo

Minutes Submitted by: Dawne Barwin

Minutes Reviewed by: Pat Carr

Minutes Approved by: Erik Heitkamp and Roxanne Vaughan

MSC: Motion, Second, Carried

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	<p>UMEC Chair, Pat Carr, called the meeting to order at 4:30 pm via Zoom. If there are no objections, he proposed the time of adjournment to be 6:00pm.</p> <p>Welcome back to UMEC, Brianna Lupo, Class of 2025 Student Representative.</p>	Informational
2. Approval of Minutes	Approve the UMEC minutes from April 24, 2024	MSC to approve the 4.24.24 minutes by Susan Roe / Chris DeCock // carried.
3. Student Check-in	<p>Student Representative:</p> <ul style="list-style-type: none"> i. James Wagner: Class of 2027, no updates. ii. Brianna Lupo: Class of 2025, no updates iii. Thank you to Jon Roberts for serving on UMEC, he has graduated this year in 2024. 	Information
4. Committee Reports and consent agenda items (Annual and Unit reports and policies not eligible for the consent agenda)	<p>Committee Reports</p> <p>Committees:</p> <p>P2P3C—SZ</p> <ul style="list-style-type: none"> i. Verbal Report: ii. Consent agenda: <ul style="list-style-type: none"> • P2P3C Minutes 4.9.24 • 2022-2023 Neurology Annual Report* 	

- New section – Family Med AI Fairmont MN*
- Residents as Teachers Annual Report*
 - All the students of the Class of 2025 met the residences requirement for Phase 2.
- SHaPE Annual Report*
 - It mentions difficulties sue to the upcoming budget due to loss of partnership with hospitals on the western side of state.
 - It has been funded through the 2024-2025 year so it will continue its current format for this year.
 - There is a request going forward with the legislature for actual appropriated funds for the future.
- EMRG 9217-01 Elective revision*
- Into to Emergency Medicine elective revision*
- Global Health Elective for Family Medicine revision*
 - Will be significantly revised, the last one was during COVID and virtual.
 - We are looking at a Dominican Republic site, we will go forward once the full process of vetting the site is complete.

CEMC – AS

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

P1C – JD:

- i. Verbal Report:
- ii. Consent Agenda:
 - Unit 8 – Boot Camp meeting overview:
 - At our last meeting we approved Unit * Bootcamp items; scheduling, syllabus, and some objectives and have a plan to move forward.

MPPRC - JP

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

DEIC- MM

- i. Verbal Report:

MSC to accept and approve all committee verbal reports and consent items including P2P3C Minutes 4.9.24, 2022-2023 Neurology Annual Report, New section – Family Med AI Fairmont MN, Residents as Teachers Annual Report, The SHaPE Annual Report, EMRG 9217-01 Elective revision, Into to Emergency Medicine elective revision, Global Health Elective for Family Medicine revision, DEIC Minutes 4.2.24. Chris DeCock / Susan Roe // carried.

	<ul style="list-style-type: none"> • Pat Carr said there are talks under way to change the name of this committee and we will hear of it soon. <p>ii. Consent agenda:</p> <ul style="list-style-type: none"> • DEIC Minutes 4.2.24 <p>MSAPC Report / Recommendations:</p> <p>DQIP / Office of Medical Accreditation: EASRc/SASRc/FASRc- KR</p> <p>i. We met last week and we welcomed Kate Tomczik, class of 2026, along with Lindsey Martens, class of 2025, as student representatives for DQIP.</p> <ul style="list-style-type: none"> • The LCME status report will be submitted by 8.15.24. • GQ launched in February 2024 and is open through June 9th. We have a 69.7% completed response rate from the 2024 recent graduates, want to push the response rate higher. • Reviewed 2024 ASES, Annual Student Engagement Survey, spent time looking at data relevant to LCME, has been made available to all the UMEC committees. Students' committees will also review and provide input to action steps. • There is a lot of data, but DQIP is very pleased with the outcome. Steps that we have taken since ASES results have made a huge improvement in student perceptions. This is all due to work of faculty and staff and also students and their leadership. <p><i>Ad hoc committees:</i></p>	<p>Information (motion to accept above)</p>
<p>5. Special Orders</p>	<p>Special Orders:</p> <p>i. Distribution of document for UMEC review of the 2024 Annual Student Engagement Survey (ASES). In the next couple of meetings, we will discuss how best to improve on the findings and we will note how any previously implemented changes have improved the student satisfaction and/or student outcomes.</p> <ul style="list-style-type: none"> • The modified document that summarizes the proposal is on Blackboard <p>ii. Student anonymous feedback procedure Pilot proposal background:</p> <ul style="list-style-type: none"> • We have eight regularly scheduled anonymous tools and six medical program 	

	<p>committees where students can bring forward anonymous feedback.</p> <ul style="list-style-type: none"> • In addition to that we have an immediate ad hoc method of receiving anonymous feedback, through two links. One is used by faculty and staff of Education Resources and the other is used by Dr. Porter to provide a safe mechanism of feedback to us. • What we have found the link is not the best way to receive day to day programmatic feedback. We need details, we need dialog to address the specific concerns. Frequently we get feedback telling us we are not responsive to their feedback. We cannot respond because there is not enough detail, so the students feel we are not doing anything about their issue. • ASES has given us feedback that some of the students believe the Anonymous Feedback link is being used for bullying of their peers • We are striving to continue all the positive aspects of the feedback link but also strengthen the weaker aspects. <p>iii. Instead of using only the current anonymous feedback link, we are proposing to have a link go to an Ombudsman who is a neutral person and not associated with the medical program and that person would be able to ask questions of the student and get clarification. This way the student stays anonymous to us and then we can be efficient in addressing the feedback.</p> <ul style="list-style-type: none"> • The proposal is for phase 1 not necessarily for Phase 2 or 3 • There was discussion among the committee as to how this would work, if we should ask the students how the current feedback process is working and what they think of the change before implementation of the Ombudsmen Pilot, and what the qualifications would be for the Ombudsmen. 	<p>MSC to approve the recommendation to accept the pilot proposal for incorporation of Michelle Montgomery as an ombudsperson to receive Phase 1 student programmatic and mistreatment feedback. PAC will work with James Wagner to ask the Class of 2027 for feedback regarding the proposed ombudsperson. Chris DeCock / Susan Zelewski // carried.</p>
<p>6. Unfinished Business</p>	<p>i. ASES: This is an extension of the ISA, Independent Student Analysis. PC</p> <ul style="list-style-type: none"> • There are written feedback results received and it is posted to Blackboard. I encourage the committee to take a look at it since we will go through it in detail in upcoming meetings, please be prepared. We are looking for themes and finding that we feel fall below the acceptable line. <p>ii. UWorld vs. Board Vitals comparison: UMEC Subgroup work/update: PC</p> <ul style="list-style-type: none"> • There is a meeting scheduled for 7.15.24 to start this discussion. <p>iii. Anonymous Student Feedback: PC</p>	<p>Information</p> <p>Information</p>

	<ul style="list-style-type: none"> • First anonymous feedback was submitted in error. • Second one was about a faculty member who is sitting on a committee. No extra information was given, no action could be taken. • There were two Anonymous Feedback regarding their peers missing mandatory activities. We have communicated with the students and will be meeting with those students to discuss those absences for mandatory activities. • Fifth was a complaint regarding actions in a PCL setting, I have met with the student. • Sixth, student reported unprofessional behavior by a faculty member but we know nothing else. I am waiting for more information to come. 	
7. New Business		
8. Other Business		
9. Adjournment	<p>Meeting was adjourned at 6:05 pm</p> <p><i>Next Meeting May 8, 2024 at 4:30 pm via Zoom</i></p>	Information