

**Undergraduate Medical Education Committee Meeting Minutes**

SMHS

**Wednesday, October 26, 2022 - 4:30 PM, via Zoom**

**In attendance:** Marc Basson, Kurt Borg, Pat Carr, Chris DeCock, Megan Denis, Jane Dunlevy, Kara Eickman, Bryon Grove, Erik Heitkamp, Daniel Henry, Jeremy Holloway, Erika Johnson, Erik Johnson, Minnie Kalyanasundaram, Brianna Lupo, Andy McLean, Steve Tinguely, Susan Roe, David Schmitz, Chernet Tessema, Rick Van Eck, Sara Westall, Susan Zelewski, Michelle Montgomery

**Minutes Submitted by:** Pat Carr/Becca Maher

**Minutes Reviewed by:** Pat Carr

**Minutes Approved by:** Kara Eickman and Michelle Montgomery

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
<b>1. Welcome/call to order</b>	Chair Dr. Patrick Carr called the meeting to order at 4:30 pm via Zoom. If no objections proposing time of adjournment at 6:00pm.	Informational
<b>2. Approval of Minutes</b>	September 12, 2022	<b>MSC to approve the 10.12.22 minutes. Susan Roe / Jane Dunlevy // carried.</b>
<b>4. Student Check-in</b>	Brianna Lupo has given the survey to the students (Classes of 2025 and 2026)	Information
<b>5. Committee Reports and consent agenda items</b> (Annual and Unit reports and policies not eligible for the consent agenda)	<p><b>1. Committee Reports</b></p> <p><b>i. Committees</b></p> <p><b>a. P2P3C</b>  <u>Verbal Report:</u> Pediatric Clerkship Annual Report  <u>Consent Agenda:</u> SURG 9102 General Surgery Elective, SURG 9123 Plastic Hand Surgery Electives, SHaPE Annual Report, P2P3C 9.13.2022 Meeting Minutes.</p> <p><b>b. CEMC</b>  <u>Verbal Report:</u> Mapping Terms Email and Proposed Timeline and Process for Mapping Term Updates  <u>Consent Agenda:</u> CEMC 9.26.22 Minutes</p> <p><b>c. P1C</b>  <u>Verbal Report:</u> None.</p>	

	<p><u>Consent Agenda:</u> P1C 9.20.22 Minutes</p> <p><b>d. MPPRC</b>  <u>Verbal Report:</u> Notified absence  <u>Consent Agenda:</u> MPPRC Minutes 9.12.22</p> <p><b>e. DEIC</b>  <u>Verbal Report:</u> no report  <u>Consent Agenda:</u></p> <p><b>f. DQIP - Office of Medical Accreditation: EASRC/SASRC/FASRC</b>  <u>Verbal Report:</u> No LCME report at this time.</p> <p><b>g. Ad hoc Committees:</b> none</p>	
<b>6. Special Orders</b>	<p><b>a. 5 societal problems review - last discussion</b>  - create working group—with student input, curriculum person and CAWR person  - gather again CRH and Comm Health input &amp; community health needs assessment  - align with CAWR report  - post-LCME “deep review) &amp; consider LCME report  - recommend review every 4 years but move timeline discussion to CEMC (RVE/AS)</p>	<b>ACTION ITEM:</b> <b>Create working group of David Schmitz, Brianna Lupo, Ken Ruit, Rick Van Eck (CAWR), Curriculum content expert.</b>
	<p><b>a. GQ review questions (#7 and #14)</b>  Reviewed the GQ results  - correlated #7 with match results  - communication cmt (student) will provide us input if communication an issue here (#7)</p>	<b>MSC to accept review and discussion of 2022 GQ questions #7 and #14. Erik Heitkamp / Bryon Grove // carried.</b>
	<p><b>b. Student absence for research presentations (allow conflict with Assessment?)</b>  a. Not an issue at this point (KB)</p>	Discussed
	<p><b>c. What is considered “Mandatory Curriculum” and what behavior does “mandatory” entail?</b></p>	Tabled
	<p><b>d. Committee member to include western campus representation (UMEC, MSAC, MSAPC) – in process</b></p>	Tabled

	<b>e. Continued discussion of curricular LCME draft findings (informational) – resume at element 7.1</b>	Tabled
	<b>f. Anonymous Feedback from Students</b> <ul style="list-style-type: none"> <li>a. No concerns</li> <li>b. Exam questions</li> <li>c. Lecture repetition</li> <li>d. Lectures run over 50 min. Material not posted on time</li> </ul>	Discussed
<b>7. Unfinished Business</b>		
<b>8. Other Business</b>	none	none
<b>9. Adjournment</b>	Meeting was adjourned at 6:00pm  Next Meeting – November 9, 2022 – 4:30 PM, Zoom	Information