

Undergraduate Medical Education Committee Meeting Minutes

SMHS

Wednesday, April 12, 2023 - 4:30 PM, via Zoom

In attendance: Pat Carr, Chris DeCock, Jane Dunlevy, Kara Eickman, Bryon Grove, Erik Heitkamp, Jeremy Holloway, Susan Roe, Chernet Tessema, Nadia Toumeh, Rick Van Rick, Susan Zelewski, A King, Marc Basson, Kurt Borg, Megan Davis, Eric Johnson, Andy McLean, Michelle Montgomery, Jim Porter, Adrienne Salentiny, Minnie Kalyanasundaram, David Schmitz, Ericka Johnson, Sara Westall, Andrea Guthridge.

Minutes Submitted by: Dawne Barwin

Minutes Reviewed by: Pat Carr

Minutes Approved by: Susan Roe and Michelle Montgomery

MSC: Motion, Second, Carried

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	Chair Dr. Patrick Carr called the meeting to order at 4:33 pm via Zoom. If no objections proposing time of adjournment at 6:00pm.	Informational
2. Approval of Minutes	March 22, 2023	MSC to approve the 3.22.23 minutes. Susan Roe / Chris DeCock // carried.
4. Student Check-in	<ol style="list-style-type: none"> 1. King shared the class of 2026 has worked on developing a Student Government to comprise of a President Vice President, Secretary, and a communications officer as well as others from the P1 and P2P3C committees. King will present to this committee any information from this group. On May 2, 2023 at 6pm, having a 2nd, 3rd and 4th year student panel on CBSE Prep via Zoom. 2. Nadia Toumeh had no new student information for us today. 3. Pat Carr updated the committee from Jon Roberts' pending item from the last meeting. He stated in his email that the student who had brought up the issue is working their schedule around the requirement and it is no longer an issue for them. 	Informational
5. Email Vote	Email Vote on 4.10.23 regarding the Family Medicine Acting Internship in Fargo.	MSC to approve FMED-AI-Fargo. Jane Dunlevy / Bryon Grove // carried.
5. Committee Reports and consent agenda items (Annual and Unit	Committee Reports 1. Committees P2P3C—SZ i. Verbal Report: Susan Zelewski discussed the MILE Report. There are two action	

<p>reports and policies not eligible for the consent agenda)</p>	<p>Items recommended, the students in MILE get a mid-year check into monitor progress. Number two action item, there is a concern of internal medicine faculty needed. So far, they have been able to cover the faculty needed and will report back to P2P3C in a few months with the status.</p> <ul style="list-style-type: none"> ii. Consent agenda: MILE Report with suggested action items and P2P3C 3.14.23 Minutes. iii. BLS Certification Second Course Report: Susan Zelewski discussed that BLS expires before clinical duties and it needs to be recertified. Marc Basson stated that the Dean’s Office will want to see numbers in order to budget for this. He will bring this to the Dean’s Office for endorsement. iv. Nadia Toumeh brought up an issue with her ACLS certification. She was not able to complete this during her 3rd year but residencies are now requiring it. Marc Basson suggested going through the Fargo VA where the coursework is offered online and you take the test in person. v. Pat Carr made a motion to have UMEC endorse the recertification for students in Phase 3. <p>CEMC – AS</p> <ul style="list-style-type: none"> i. Verbal Report: Adrienne Salentiny talked about the curriculum reports and data collection for the 2023 Curriculum Retreat. This is being done now, we are doing some objectives linking in curriculum 2.0, looking for anything left behind or orphaned. Some Medical Education 4th year students are working on that. Soon we are going to use some LCME terms to test our mapping and evaluation for curriculum 2.0, we are waiting for Unit 5 mapping to complete and then we will run those tests. We are linking objectives in Phase 1 and mapping electives in Phase 3 is ongoing. ii. Consent agenda: 2.13.23 Minutes <p>P1C</p> <p>Verbal Report: Jane Dunlevy explained the last P1C meeting was cancelled due to snow. Consent agenda: Nothing at this time.</p> <p>MPPRC – KR</p>	<p>MSC to approve MILE Report with 2 suggested Action Items and the 3.14.23 P2P3C Minutes. Chris DeCock / Bryon Grove// carried.</p> <p>MSC to have UMEC Endorses recertification for students in Phase 3. Erik Heitkamp / Chris DeCock // carried.</p> <p>MSC to approve all committee reports and the CEMC 2.13.23 minutes. Erick Heitkamp / Chris DeCock // carried.</p>
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	<p>Verbal Report: i. We recommended for approval to add P2 and P3 in the policy, re-wording in Policy 4.18 Excused Absences</p> <p>Consent agenda: i. Jim Porter discussed the edit to Policy 4.15, when we approved the Visiting Student Policy at the last meeting, he had misplaced the requirement to pass Step 1, that would be for both LCME accredited students and the international students.</p> <p>DEIC-MM Verbal Report: Susan Zelewski stated that the last meeting was cancelled due to snow. Consent agenda:</p> <p>DQIP / Office of Medical Accreditation: EASRc/SASRc/FASRc – KR Verbal Report: Nothing today. Consent agenda:</p> <p><i>Ad hoc</i> committees: none</p>	<p>MSC to approve edits to Policy 4.15 as per Jim Porter report. Erick Heitkamp / Susan Zelewski // carried.</p> <p>MSC to approve CEMC 3.27.23 Minutes, the P1C 2.7.23 Minutes, and the 2 Consent Agenda Items. Erik Heitkamp / Chris DeCock // carried.</p>
<p>6. Special Orders</p>	<p>1. BLS Certification: was discussed above by Susan Zelewski, motioned and approved.</p>	<p>Information</p>
	<p>2. Working Group on Language Update: Rick Van Eck is working this with Ken Ruit.</p> <p>i. Professionalism Policy combination of policies to one. There are multiple places that speak to professionalism and we have found overlap and also unique characteristics. We will consolidate the multiple documents and look at Policy 4.20 and see what stands for behavioral expectations and professionalism at large. It is going to be a long process because there are so many pieces in so many places. There will be more in the future. Will be better when done.</p> <p>ii. Jim Porter also has a working group on this policy language, Eric Heitkamp and Pat Carr in regards to the terminology of probation and the ability to have various gradations of the term in academic status. It could be linked to academic difficulties and professionalism and I will have a conversation with Rick Van Eck at some point. There are two main questions; on is, “Can we do it?” The University</p>	<p>Information</p>

	<p>currently defines changes in academic status as probation and suspension. Can we change it? Yes, but it would have to be in our policies. And that comes directly from the registrar. The larger question for the group to decide is how do we incorporate that into academic difficulties and or professional difficulties? Would that be a change with the softening of those terms? Would that be a change in academic status?</p>	
7. Unfinished Business	<ol style="list-style-type: none"> 1. Anonymous Feedback from Students: None 2. Nadia Toumeh had emailed all the students to get their GQ done and when everyone has completed it there would be a prize. The return is at 52%. 3. Including clerkship and breakdown questions in the mid-year survey in the Missions Management Tool. It is on the Mid-Year Survey. 	Information
8. New Business	None.	Information
8. Other Business	<ol style="list-style-type: none"> 1. Erik Heitkamp presented a slide show on academic probation that he has researched including info from colleges and see how they decide and what terminology they use. He presented the outline of what he researched of how we talk about probation? What does it mean from the academic graduate level? How do we define it? How does that correlate to what the UND School of Medicine does because we do not define probation the same? Why is that? How do you work through that? I looked at the policies and how that relates to a leave of absence and what is the difference between the two? 2. Pat Carr asked that if we have policies that are inconsistent, we need to look at them immediately. We need to create a list of all possible ways a student can be placed on probation. This may be needed to be looked at by MPPRC. 3. There was discussion of specific details and generalities regarding probation by many committee members. A copy of this slide show will be emailed to the committee members after the meeting. 4. Pat Carr will connect with Ken Ruit and Jim Porter to make sure the Policy Committee is looking into the inconsistencies with our policies according to LCME. Also look into if probation is described equally everywhere. 	<p>The Slide Show will be sent out to the UMEC Committee.</p> <p>ACTION ITEM: Ken Ruit and Jim Porter were asked to research our policies to make sure there are no inconsistencies and that it is described equally in all policies.</p>
9. Adjournment	<p>Meeting was adjourned at 6:25 pm</p> <p>Next Meeting April 26, 2023 at 4:30 PM, Zoom</p>	Information