

Undergraduate Medical Education Committee Meeting Minutes

SMHS

Wednesday, April 26, 2023 - 4:30 PM, via Zoom

In attendance: Pat Carr, Jane Dunlevy, Brianna Lupo, Susan Roe, Nadia Toumeh, Susan Zelewski, A King, Marc Basson, Kurt Borg, Megan Davis, Andy McLean, Michelle Montgomery, Jim Porter, Ken Ruit, Dinesh Bande, Minnie Kalyanasundaram, David Schmitz, Ericka Johnson, Sara Westall, Andrea Guthridge, Lisa Schock, Kara Eickman, Bryon Grove

Minutes Submitted by: Dawne Barwin

Minutes Reviewed by: Pat Carr

Minutes Approved by: Michelle Montgomery and Kara Eickman

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 4:35 pm via Zoom. If no objections proposing time of adjournment at 6:00pm.	Informational
2. Approval of Minutes	April 12, 2023	MSC to approve the 4.12.23 minutes. Susan Roe / Michelle Montgomery // carried.
4. Student Check-in	<ol style="list-style-type: none"> 1. Pat Carr gave a heartfelt “Thank You” to Nadia Toumeh for her service as the student representative for UMEC. 2. King shared the class of 2026 would like to have a SMHS Student Government Organization similar to the UND Undergraduate Student Government Organization. They are proposing to start this with the class of 2026 and then each year a new student government organization for the new class would be put into place. Eventually we will have each class with its own student government organization. This proposal has been passed on to Jim Porter’s office for approval. The proposal was shared with the committee. Pat Carr explained that UMEC will take this as informational and not have any approval on this organization. Jim Porter stated that it will be a student organization with him as faculty adviser. 	Information
5. Committee Reports and consent agenda items (Annual and Unit reports and policies not eligible for the consent agenda)	Committee Reports 1. Committees P2P3C—SZ i. Verbal Report: ii. Consent agenda: MED 9620-02 Class of 2025 course for approval from UMEC to extend this option to the current class of 2025? Or would UMEC rather see this every year for approval with highlighted changes?	MSC to approve the MED 9620-02 Class of 2025 and P2P3C 3.14.23 Minutes. Jane Dunlevy / Michelle Montgomery // carried.

	<ul style="list-style-type: none"> ○ Pat Carr asked for a motion, not just approval of proposed course but also to approve it for any class in a multiple year modality. Included in the motion would also be the P2P3C 3.14.23 Minutes. <p>CEMC – AS</p> <ul style="list-style-type: none"> i. Verbal Report: None to add tonight. ii. Consent agenda: 3.27.23 Minutes for approval. <p>P1C</p> <ul style="list-style-type: none"> i. Verbal Report: Proposal on Unit 8 Honors, was discussed and approved. P1C would like the addition of passing the Gateway Exam in addition to the current requirements in order to obtain Unit 8 Honors. This is to help students put their efforts into honors and not the CBSE. ii. Consent agenda: <ul style="list-style-type: none"> ○ P1C 2.21.23 Minutes ○ P1C 3.21.23 Minutes ○ AY 2021-22 Unit 3 Director Report ○ AY 2022 Unit 4 Director Report <p>MPPRC – KR</p> <ul style="list-style-type: none"> i. Verbal Report: Jim Porter brought up the prior minutes for MPPRC and Policies 5.6, 4.18 and 4.23 for approval by UMEC. ii. Consent agenda: <ul style="list-style-type: none"> ○ Policy 4.18 Excused Absences for P2 and P3. Pat Moved to approve. ○ Policy 4.23 Acceptance of Transfer Students. Pat moved to approve. ○ 5.6 Academic Career Advising Procedure, Pat Carr moved to approve. <p>DEIC-MM</p> <p>Verbal Report: None today.</p> <p>Consent agenda:</p> <p>DQIP / Office of Medical Accreditation: EASRc/SASRc/FASRc – KR</p> <ul style="list-style-type: none"> i. Verbal Report: Ken Ruit discussed the progress that is now being completed at the end of this academic year. He recognized the current student representatives have been very productive and welcomed the new student representatives to DQUIP. Students 	<p>MSC to approve Policy 4.18 Excused Absences for P2 and P3 Procedure. Susan Zelewski / Lisa Schock// carried.</p> <p>MSC to approve Policy 4.23 Acceptance of Transferred Students. Lisa Schock / Bryon Grove// carried.</p> <p>MSC to approve 5.6 Academic Career Advising Procedure. Bryon Grove / Kara Eickman // carried.</p>
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	<p>have been instrumental in all of the student-led committees that have risen out of the very successful ISA committees and efforts for accreditation.</p> <p>– GQ Dashboard, Mid-year student surveys,</p> <p>ii. Consent agenda:</p> <p><i>Ad hoc</i> committees: none</p> <p>Pat Carr motioned to approve the CEMC 3.27.23 Minutes, the P1C 2.21.23 and 3.21.23 Minutes, the P1C Unit 3 21-22 and Unit 4 2022 reports, the MPPRC 2.13.23 and 3.13.23 Minutes and the recommendation to approve that passing the Gateway Exam would be necessary for passing Unit 8 Honors in P1C.</p>	<p>MSC to approve the CEMC 3.27.23 Minutes, the P1C 2.21.23 and 3.21.23 Minutes, AY 2021-22 Unit 3 Director Report, AY 2022 Unit 4 Director Report, the MPPRC 2.13.23 and 3.13.23 Minutes and the recommendation to approve that passing the Gateway Exam would be necessary for passing Unit 8 Honors in P1C. Jane Dunlevy / Susan Roe // carried.</p>
6. Special Orders	<p>1. Policy 4.20 Academic Expectations. Away Rotations: Jim Porter discussed the grading inequalities between the grading of Away Rotations. The students asked if we could utilize the away institutions grading scores, this has been discussed at UMEC and I am asking for approval.</p> <ul style="list-style-type: none"> ○ Pat Carr motioned for approval with the modification stating; “The grading scale used for away rotations will reflect the grading scale of the external institution and may include Honors with Distinction, High Honors, Hoors, Near Honors High Pass, Pass, Satisfactory, or Unsatisfactory. If no grade is assigned by the external institution or the grade designated is not on this list, then the SMHS clinical department chair will assign the grade.” 	<p>MSC to approve Policy 4.20 Academic Expectations in regards to Away Rotations with the mentioned modifications. Lisa Schock / Kara Eickman // carried.</p>
7. Unfinished Business	<p>1. Anonymous Feedback from Students: Pat Carr stated that is no feedback since the students seem to bring any feedback straight to him, so there is nothing to report.</p>	Information
8. New Business	None.	Information
8. Other Business	<p>1. Ken Ruit gave an update regarding the work being done to unify the Professional Policy. Rick Van Eck has taken great strides in getting the draft for this policy ready to go to MPPRC for</p>	Information

	review.	
9. Adjournment	Meeting was adjourned at 5:56 pm Next Meeting May 10, 2023 at 4:30 PM, Zoom	Information