

Undergraduate Medical Education Committee Meeting Minutes

SMHS

Wednesday, May 10, 2023 - 4:30 PM, via Zoom

In attendance: Pat Carr, Chris DeCock, Jane Dunlevy, Kara Eickman, Bryon Grove, Erik Heitkamp, Daniel Henry, Brianna Lupo, Susan Zelewski, A King, Kurt Borg, Megan Denis, Michelle Montgomery, Jim Porter, Minnie Kalyanasundaram, David Schmitz, Sara Westall, Jon Roberts, Chernet Tessema

Minutes Submitted by: Dawne Barwin

Minutes Reviewed by: Pat Carr

Minutes Approved by: Bryon Grove 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 4:31 pm via Zoom. If no objections proposing time of adjournment at 6:00pm. | Informational |
| 2. Approval of Minutes | April 26, 2023 | MSC to approve the 4.26.23 minutes Michelle Montgomery / Kara Eickman // carried. |
| 3. Student Check-in | <ol style="list-style-type: none"> 1. Jon Roberts is back on UMEC along with Brianna Lupo and King. 2. Brianna Lupo had a student question regarding the financial concerns of not passing the CBSE, students would like that information given to them up front with the class of 2026. <ul style="list-style-type: none"> o Jim Porter answered that in any change in student academic status, the student/s are notified by letter to meet with Jenny Wolf, Financial Advisor, to discuss the ramifications of the change and to get the student back into good standing. 3. Susan Zelewski has visited with many students in a career counseling manner. Students see Unit failures and the CBSE failure the same. Not remembering the financial consequences of the CBSE failure. So being specific while we discuss the CBSE exam and if you fail this is when you will get your disbursement and how your financial aid will be affected. This way it will be very clear and spelled out. 4. Pat Carr feels that we should gather all these questions and concerns from the students and put together a FAQ to discuss. Unpack what CBSE means and doesn't mean. To make it all clear for the students. It's a cumulative exam so there is a different approach to the material and studying. 5. Brianna Lupo asked what the conversations with UWorld entailed. 6. Pat Carr let her know we are still working on the professionalism policy language and then we will be implementing vitals. The Board Vitals versus UWorld has not been determined. | Information |

4. 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:
 - o Start date for AY 2023-2024 will be July 5, 2023. Altru decided to be closed on Monday July3, 2023. The P2P3 Committee has proposed that we move the start date to 7.5.23.
- ii. Consent agenda:
 - o P2P3C 4.11.23 Minutes
 - o Family Medicine Going Rural ND Elective

CEMC – AS

- i. Verbal Report:
- ii. Consent agenda: 4.24.23 Minutes

P1C - JD

- i. Verbal Report: Nothing to report
- ii. Consent agenda:

MPPRC – KR

- i. Verbal Report:
- ii. Consent agenda:
 - o MPPRC 4.10.23 Minutes

DEIC-MM

Verbal Report: None today.

Consent agenda:

- o DEIC 3.7.23 Minutes: Michelle Montgomery had students ask to add more students to the committee.

DQIP / Office of Medical Accreditation: EASRc/SASRc/FASRc – KR

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

Ad hoc committees: none

MSC to approve the start date for AY 2023-2024 will be 7.5.23 and to approve the Family Medicine Going Rural ND Elective. Chris DeCock / Bryon Grove // carried.

Policy 4.7 tabled until next meeting

MSC to approve the Committee Consent Agendas: P2P3C 4.11.23 Minutes, CEMC 4.24.23 Minutes, MPPRC 4.10.23, the DEIP 3.7.23 Minutes and the Family Medicine Going Rural ND Elective. Bryon

| | | |
|-------------------------------|---|---|
| | Pat Carr motioned to approve the P2P3C 4.11.23 Minutes, CEMC 4.24.23 Minutes, MPPRC 4.10.23, the DEIP 3.7.23 Minutes and the Family Medicine Going Rural ND Elective. | Grove / Chris DeCock // carried. |
| 5. Special Orders | <p>1. Pat Carr asked if there was any anonymous feedback from students or anything to report about any policy language? None.</p> <p>2. Susan Zelewski stated that they had one piece of anonymous feedback for Phase 3 and that has been addressed directly within the department.</p> | Information |
| 6. Unfinished Business | | Information |
| 7. New Business | | Information |
| 8. Other Business | | Information |
| 9. Adjournment | <p>Meeting was adjourned at 5:56 pm</p> <p>Next Meeting May 24, 2023 at 4:30 PM, Zoom</p> | Information |