

Undergraduate Medical Education Committee Meeting Minutes

SMHS

Wednesday, May 11, 2022 - 4:30 PM, via Zoom

In attendance: Pat Carr, Dinesh Bande, Marc Basson, Jim Beal, Kurt Borg, Chris DeCock, Jane Dunlevy, Kara Eickman, Bryon Grove, Eric Johnson, Minnie Kalyanasundaram, Mark Koponen, Jim Porter, Susan Roe, Ken Ruit, Adrienne Salentiny, David Schmitz, Lisa Schock Chernet Tessema, Chris Tionson, Rick Van Eck, Sara Westall, Susan Zelewski.

Minutes Submitted by: Alissa Hancock

Minutes Reviewed by: Pat Carr

Minutes Approved by: Susan Roe and Susan Zelewski

| AGENDA ITEM | SUMMARY | ACTION/FOLLOW-UP |
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| 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 | <p>April 27, 2022</p> <p>MSC to approve:</p> <ol style="list-style-type: none"> 1. Students must pass the CSPR or complete remediation before Rotation 3 of Phase 3. 2. Only failing students MUST meet with a clinical preceptor to review the exam 3. The review with failing students may be extended past the 2 weeks in circumstances where it would be extremely difficult due to moving. 4. The preceptor meeting/remediation can be conducted over Zoom. <p>Jim Beal / Bryon Grove // carried.</p> | MSC to approve the 4.27.22 minutes. Bryon Grove / Jim Beal // carried. |
| 4. Student Check-in | <p>Peer Education Exit Survey</p> <p>Donald Hamm started working with the class of 2025 very early in their education about peer tutoring. There were 37 students of the class responded to the survey and 100% said they were offered tutoring opportunities and all of them said they did utilize the tutoring or review sessions in some way.</p> <p>Some of the comments included that the review sessions were fun and that they appreciated the peer interaction and help them connect what they are learning in phase 1 to the clinical experiences in phase 2 & 3.</p> <p>In anticipation of the program to keep going, 24 of the 37 said they would be interested in participating in peer to peer tutoring in the future.</p> | <p>MSC to accept the first Peer Tutoring report. Bryon Grove / Jane Dunlevy // carried.</p> <p>MSC to appoint Drs. Pat Carr and Rick Van Eck to draft a letter of recommendation for Donald Hamm for his efforts, leadership and development of the</p> |

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| | | Peer Tutoring Program. The letter will also go to his residency director. Chris DeCock / Bryon Grove // carried. |
| <p>5. Committee Reports and consent agenda items (Annual and Unit reports and policies not eligible for the consent agenda)</p> | <p>1. Committee Reports</p> <p>i. Committees</p> <p>a. P2P3C <u>Verbal Report:</u> No Report <u>Consent Agenda:</u></p> <p>b. CEMC <u>Verbal Report:</u> We are considering the phase reporting data sources for efficiency and accuracy. <u>Consent Agenda:</u></p> <p>c. P1C <u>Verbal Report:</u> No Report <u>Consent Agenda:</u></p> <p>d. MPPRC <u>Verbal Report:</u> No Report <u>Consent Agenda:</u></p> <p>e. DEIC <u>Verbal Report:</u> They are still organizing themselves. <u>Consent Agenda:</u></p> <p>f. DQIP - Office of Medical Accreditation: EASRC/SASRC/FASRC <u>Verbal Report:</u> No Report, waiting on the initial draft report from the LCME team, so we can defend and clarify ourselves before the official report comes this fall.</p> <p>g. Ad hoc Committees: none</p> | MSC to accept the verbal reports from the committees. Chris DeCock / Jane Dunlevy // carried. |

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| <p>6. Special Orders</p> | <p>a. Phase 2 Electives in Dean’s Letter? Students are already taking the electives and including them in the Dean’s Letter would be a more accurate representation of their education time at UND. Discussed if phase 3 curricular content should also be included and what is the cut off of what will be included.</p> | <p>MSC to include the Phase 2 & 3 curricular courses completed by July 1 be included in the Dean’s Letter and MSPE. Chris DeCock / Jane Dunlevy// carried.</p> |
| | <p>b. MSPE and Ranking Question review We currently have five categories to rank students within their class. With the transition of STEP 1 going to pass/fail the interest in the class rank has increased. There is concern about the number of students challenging each half a point to try to move up in rank if we get more detailed and the amount of time that would require from Drs. Kurt Borg and Pat Carr.</p> <p>After, talking with several other schools about what they do and why, it was noted that we are more detailed in the ranking than most. As this can help students get into some of the residency programs. Discussion continued and it was decided we should keep ranking but to prevent the increased number of challenges, and for it be more standardized we could use the phase 2 clerkship shelf exam scores to rank the class. The change would take affect for the class of 2026. However, we would like to get student feedback before we take official action for the ranking change.</p> | <p>ACTION ITEM: Pat Carr will gather the feedback from the class of 2025 regarding the class rank discussion for using phase 2 exams.</p> |
| | <p>c. Clinical Capsules in Basic Science Lectures Discussed why a reaffirmation is needed and student really appreciate having them included. However, this would be a push and a reminder to faculty to make sure they are included in their PowerPoints.</p> | <p>MSC to reaffirm the importance of including the clinical capsules in the phase 1 lectures. Jane Dunlevy / Susan Zelewski // carried.</p> |
| | <p>d. DEIC Governance Documentation In reviewing the document there was a discussion about having a co-chair and it was thought that it might help with more consistency in leadership. We can re-evaluate the position next year. There was also discussion about student’s term length and if they could serve more than one term? The concern of why limit a student’s ability to serve if they are dedicated and wanting to serve. Also. the Office of Student Affairs and Admissions (OSAA) was updated to</p> | <p>MSC to approve the Diversity, Equity and Inclusion Committee (DEIC) governance document. Bryon Grove / Chris DeCock //</p> |

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| | the current name. | carried. |
| | <p>e. STEP Prep Considerations</p> <p>a. CBSE exemption criteria?</p> <p>b. Should opting out be an option? If it is an option what would the alternative activity or course be?</p> <p>Recommended that the discussion be tabled until a student representative can be present. The length and timing of the course is up for discussion for the class of 2025. Along with if there is an exemption threshold and if so what would the alternative course be.</p> | Tabled |
| | <p>f. Anonymous Feedback from Students</p> <p>No feedback to review</p> | Information |
| 7. Unfinished Business | a. Review of action item table | |
| 8. Other Business | | Information |
| 9. Adjournment | <p>Meeting was adjourned at 5:50 pm</p> <p>Next Meeting – May 25, 2022 – 4:30 PM, Zoom</p> | Information |