

**Undergraduate Medical Education Committee Meeting Minutes**

SMHS

**Wednesday, June 22, 2022 - 4:30 PM, via Zoom**

**In attendance:** Pat Carr, Dinesh Bande, arc Basson, Megan Denis, Kara Eickman, Bryon Grove, Erika Johnson, Minnie Kalyanasundaram, Mark Koponen, Brianna Lupo, Michelle Montgomery, Jim Porter, Susan Roe, Ken Ruit, David Schmitz, Lisa Schock, Chernet Tessema, Steve Tinguely, Sara Westall, Susan Zelewski.

**Minutes Submitted by:** Alissa Hancock

**Minutes Reviewed by:** Pat Carr

**Minutes Approved by:** Bryon Grove and Susan Roe

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>	June 8, 2022	<b>MSC to approve the 6.8.22 minutes. Bryon Grove / Susan Roe // carried.</b>
<b>4. Student Check-in</b>		
<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></p> <p><u>Verbal Report:</u></p> <p><u>Acting Internship Report</u></p> <p>Most of the students were able to schedule their first choice. There were a couple of students that asked for Family Medicine locations that were limited by third year clerkships students and were not available for them due to the requirement in Bismarck for residents as teachers experience. A lot of students do get this experience on the Fargo campus as well. There was one student that had an unsatisfactory grade last year and remediated successfully this year. The feedback this year continued to be positive and they would like to have had more experience entering orders into electronic health records, which departments are aware of and it falls to the health system if they allow students to enter orders.</p> <p><u>STEP 2 Elective</u></p> <p>A 4-week elective and there are 38 students that have already taken the STEP 1 Prep course. We changed the wording for participation in the program to try to prevent</p>	<p><b>MSC to accept the Acting Internship Report as recommended. Kara Eickman / Bryon Grove // carried.</b></p> <p><b>MSC to accept the STEP 2 elective edits for the class of 2023 &amp; 2024 and the May 10<sup>th</sup> committee minutes. Lisa Schock / Michelle Montgomery // carried.</b></p>

students from gaming the system like we have seen in the last rotation for the STEP 1 Prep Course. So, we are updated the language regarding participation to be the completion of all exams and outline that if they rush through the exam will be considered unprofessional and if they fail the STEP exam MSAPC will be forwarded the unprofessional letter. P2P3C did discuss at length and felt strongly that the unprofessionalism letter and MSAPC aspect of the recommendation.

Looking at when the STEP 2 elective could be within the curriculum in phase 3 and realized due to timing of other requirements not all students have to complete the elective. P2P3C would like to recommend that the timing be the same as it was by 2024 and allow students to decide when to take it.

Consent Agenda: Minutes 5.10.22

**b. CEMC**

Verbal Report: Continues to work on data for the annual reports for the Annual Curriculum Retreat.

Consent Agenda:

**c. P1C**

Verbal Report:

AY 20-21 US 5 Report - Tabled

Consent Agenda: Minutes 5.31.22

**d. MPPRC**

Verbal Report:

2.2

This policy is more appropriate for administration and we are looking to re-number the policy for a more appropriate section, but is not for UMEC to decide, just for information. The edits that were made for clarification and editorial

4.13

**MSC to approve the policies 2.2, 4.13 & 5.11. Bryon Grove / Susan Zelewski // carried.**

	<p>The title was updated to Phase 2 Elective Days and students cannot take more than two days during a clerkship and the number of days allowed each clerkship and the procedure for getting them approved. Neurology days listed in the table was updated. P2P3C has also reviewed and approved the policy and recommended the change for Neurology.</p> <p>5.11 Edits were editorial. <u>Consent Agenda:</u> Minutes 5.9.22</p> <p><b>e. DEIC</b> No report</p> <p><b>f. DQIP - Office of Medical Accreditation: EASRC/SASRC/FASRC</b> <u>Verbal Report:</u> No report</p> <p><b>g. Ad hoc Committees:</b> none</p>	
<p><b>6. Special Orders</b></p>	<p><b>a. Updates</b></p> <ul style="list-style-type: none"> <li>• Annual Curriculum Retreat is on Thursday, September 8 from 8am to Noon.</li> <li>• Class rank discussion with class of 2025 President Bo Lauckner went well and he agreed that moving rank to be for Phase 2 only and should be communicated often with the class of 2026.</li> <li>• STEP 2 Prep moving forward will be discussed again once the timing is figured out by P2P3C with the new length of the elective.</li> </ul>	
	<p><b>b. Anonymous Feedback from Students</b> These are the topics that repeated.</p> <ul style="list-style-type: none"> <li>• We have a PCL facilitator that is ridged in assessing students and this last unit the student in that PCL group were irritated and both Pat Carr and Michelle Montgomery have talked with the students. We think it has to do with the style and approach to facilitating. Some of the students were uncomfortable with receiving feedback and we need to remember that the situation and the content and process that is intended for</li> </ul>	<p>Information</p>

	<p>PCL. However, Pat Carr will be talking with this facilitator before their next unit to improve their interactions with the students.</p> <p>A student has requested that we use a different unit’s narrative feedback from PCL in their Dean’s letter because they did not receive a glowing review from the last unit. In reviewing the feedback provided, it was not inappropriate feedback, but the student felt the feedback did not reflect the effort they put in. We do have a procedure for selecting narrative feedback from units 4 &amp; 8 and if none is provided we look back at the previous units. We have to be mindful of allowing students to select which summative comments. We have facilitators that do spend a lot of time and effort in the details they provide to students. However, this is something we are really looking into because we have not had this happen before.</p> <ul style="list-style-type: none"> <li>• We had a request for different exam questions to be included</li> <li>• With the uncertainty with medicine they wanted us to address it. However, we are not sure how we can address that.</li> </ul> <p>We have not received any feedback since the end of Unit 5, so we are assuming the summer electives are going well.</p>	
<b>7. Unfinished Business</b>	<b>a. Review of action item table</b>	
<b>8. Other Business</b>		Information
<b>9. Adjournment</b>	<p>Meeting was adjourned at 5:23 pm</p> <p>Next Meeting – July 13, 2022 – 4:30 PM, Zoom</p>	Information