

**Undergraduate Medical Education Committee Meeting Minutes**

SMHS

**Wednesday, June 8, 2022 - 4:30 PM, via Zoom**

**In attendance:** Pat Carr, Dinesh Bande, Marc Basson, Jim Beal, Chris DeCock, Megan Denis, Jane Dunlevy, Kara Eickman, Bryon Grove, Erika Johnson, Minnie Kalyanasundaram, Mark Koponen, Saobo Lei, Brianna Lupo, Jim Porter, Susan Roe, Ken Ruit, Adrienne Salentiny, David Schmitz, Chernet Tessema, Rick Van Eck, 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>	May 25, 2022	<b>MSC to approve the 5.11.22 minutes. Susan Roe / Bryon Grove // 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> <u>Verbal Report:</u> Campus Dean group has voted to keep Dr. Susan Zelewski as their representative for the AY 22-23.  <u>Consent Agenda:</u></p> <p><b>b. CEMC</b> <u>Verbal Report:</u> Continuing to work on the phase reports and phase objectives.  <u>Consent Agenda:</u></p> <p><b>c. P1C</b> <u>Verbal Report:</u></p>	<b>MSC to approve the recommendation of the new revised Phase 1</b>

	<p><u>Element 9.5 update</u> Students are not happy with the formative feedback because it is not informative enough for them to improve themselves with. They would like to have something to work towards. Also, the mid-unit feedback is not as useful but they did note that students know it is required. It is a challenge for some facilitators to provide quality feedback. We will also continue to educate facilitators on the importance of the quality written feedback especially at the end of the unit/</p> <p><u>AY 20-21 US 5 Report</u> Tabled</p> <p><u>Phase 1 objectives</u> The phase 1 objectives listed are not a complete list but were the objectives that design team initially selected and we add more as we identified gaps and those additional objectives are not included. However, the committee approved the objectives knowing that a continuous review and improvement of the objectives will be happening for the next annual review.</p> <p>The format of the objectives is the new approved format, but the numbering is still the same as the old objectives. This is so that we do not lose track of objectives and we plan to renumber them in the future.</p> <p><u>Consent Agenda:</u> Minutes 5.17.22</p> <p><b>d. MPPRC</b> <u>Verbal Report:</u> No report <u>Consent Agenda:</u></p> <p><b>e. DQIP - Office of Medical Accreditation: EASRC/SASRC/FASRC</b> <u>Verbal Report:</u> No report</p> <p><b>f. Ad hoc Committees:</b> none</p>	<p><b>objectives as presented and to be imported into Leo for the class of 2026 and the P1C 5.17.22 minutes. Saobo Lei / Bryon Grove // carried.</b></p>
	<p><b>a. Updates:</b> <u>Class Ranking:</u> Dr. Pat Carr is meeting with the class of 2025 president to discuss the class rank</p>	<p><b>MSC for the class of 2026 class rank to be</b></p>

	using only the phase 2 scores, and no longer challenge questions to earn honors.	based on the phase 2 scores, based on the concern for student wellness during phase 1. Susan Zelewski / Jane Dunlevy // carried.
<b>6. Special Orders</b>	<p><b>b. STEP Prep Considerations</b></p> <p><b>c. CBSE exemption criteria?</b></p> <p><b>d. Should opting out be an option? If it is an option what would the alternative activity or course be?</b></p> <p>We have noticed that during rotation three there are multiple students that are answering one question or quickly answering all the questions and submitting their exam early in about 8 minutes. We are also working on editing the course description for the next cohort because of this and our concerns.</p> <p>There was a concern about changing the requirements that might affect students that are fully participating in the exam and not able to complete the exam in the time allotted. Discussed what options we might have from unprofessionalism to changing the length of the step 1 &amp; 2 courses or if the course should be optional. Brianna Lupo did poll the class of 2025 and 80% responded with 70% of them would like STEP 1 Prep to be 4-weeks and the STEP 2 to be 8-weeks. Also, noting that the class of 2025 has not taken any prep course yet. If the STEP 1 course were shortened to 4-weeks, it was discussed where we could find additional preparation tie in the curriculum for students and we agreed we could use ACHIEVE and weekly review sessions as possible options.</p>	MSC to have STEP 1 Prep Course be 4-weeks with additional Step prep thru the ACHIEVE program, and the STEP 2 Prep Course be 8-weeks as more emphasis is on STEP 2 for residency. Chris DeCock / Brianna Lupo // carried with one oppose and no abstentions.
	<b>e. Anonymous Feedback from Students</b>	Information
<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 6:09 pm</p> <p>Next Meeting – June 22, 2022 – 4:30 PM, Zoom</p>	Information