

Undergraduate Medical Education Committee Meeting Minutes

SMHS

Wednesday, July 12, 2023 - 4:30 PM, via Zoom

In attendance: Pat Carr, Chris DeCock, Susan Roe, Rick Van Eck, Roxanne Vaughan, Susan Zelewski, King, Kurt Borg, Megan Denis, Andy McLean, Michelle Montgomery, Jim Porter, Ken Ruit, Adrienne Salentiny, Dinesh Bande, Minnie Kalyanasundaram, Sara Westall, Lisa Schock, Janet Anderson,

Minutes Submitted by: Dawne Barwin

Minutes Reviewed by: Pat Carr

Minutes Approved by: Susan Roe and Lisa Schock at the UMEC 8.9.23 meeting

MSC: Motion, Second, Carried

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	UMEC Chair, Pat Carr, called the meeting to order at 4:38 pm via Zoom. If no objections, he proposed the time of adjournment to be 6:00pm.	Informational
2. Approval of Minutes	6.28.23	MSC to approve the 6.28.23 minutes by Chris DeCock / Susan Roe // carried.
3. Committee Changes	Pat Carr updated the committee with the AY 2023-2024 changes to the members for the UMEC committee. Dr. Bryon Grove is no longer a member, his term came to completion. Dr. Kara Eickman was re-elected, so she remains a member of UMEC and Dr. Roxanne Vaughan is a new member of UMEC representing the Biomedical Sciences.	Information
4. Student Check-in	King did not have anything to share from the students.	Information
5. Committee Reports and consent agenda items (Annual and Unit reports and policies not eligible for the consent agenda)	Committee Reports Committees P2P3C—SZ i. Verbal Report: ii. Consent agenda: ○ P2P3C 6.13.23 Minutes ○ Family Med AI Perham: New section ○ PMR-PAM Fargo: New section (Post Acute Medical LLC) 1. Susan Zelewski said that they recommend for approval, a physical medicine and rehabilitation elective in Fargo and this new section will be available right away, so students will still have a PM option in Fargo.	MSC to approve P2P3C 6.13.23 and MPPRC 6.12.23 Minutes, P2P3C Electives: Family Med AI Park River and PMR-PAM Fargo. Motion made Chris DeCock / King // carried.

CEMC – AS

- i. Verbal Report:
 - o No CMEC meeting since last UMEC meeting on 6.28.23. Adrienne Salentiny said that CEMC is and will be working on data reports for the Curriculum Retreat on 10.26.23.
- ii. Consent agenda:

P1C - JD

- i. Verbal Report: No P1C meeting since last UMEC meeting on 6.28.23.
- ii. Consent agenda:

MPPRC – KR

- i. Verbal Report:
- ii. Consent agenda:
 - o MPPRC 6.12.23 Minutes
 - o Procedure 5.19 Admissions Requirements for Medical School at UND
 1. Ken Ruit said that the Medical Students Admissions Committee approved the revisions and we are now recommending approval from UMEC. The changes being to remove language referencing the applicant’s construction of a “portfolio of their work” demonstrating evidence of required experiences and attributes. This has been replaced by the applicant is required to provide a narrative about their experiences and attributes. The Admissions Committee approved changing the wording to effectiveness in leadership and team experience rather than group work.
 - o Procedure 5.21 Lottery and Alternative Trading Processes for Regional Campus Assignments
 1. Ken Ruit explained that Student Admissions Committee is responsible for this Procedure and we are asking to recommend it’s approval.
 2. Jim Porter explained the addition to the procedure of deadlines during the year when trades can be done.
 3. King asked if there is a document to look up with those dates or time it takes during the AY?
 4. Jim Porter stated that a student has 12 hours (with the option to go to 48 hours if needed) to tell Admissions they would like to trade and they need

MSC to approve MPPRC Procedure 5.19. Consent agenda motion made by Lisa Schock / Chris DeCock // carried.

MSC to approve MPPRC Procedure 5.21. Consent agenda motion to approve with changes to Trade timeline by Dr. Porter made by Chris DeCock / Michelle Montgomery // carried.

	<p>help in doing so. We help them find a trading partner. If a student has an approved absence that day, we give allowances and work with them. We try to get the lottery done within a week.</p> <p>DEIC-MM</p> <ul style="list-style-type: none"> i. Verbal Report: Michelle Montgomery had no report. ii. Consent agenda: <p>DQIP / Office of Medical Accreditation: EASRc/SASRc/FASRc – KR</p> <ul style="list-style-type: none"> o Dr Ruit said work is ongoing to pull together the all the materials for review of those elements that will be distributed to each of the committees for their work on the status report for LCME that will be submitted in a little over a year from now. o There are no meetings in July or August and we will commence again in September to be able to stay on deadline for preparation for the status report. <p><i>Ad hoc</i> committees: none</p>	<p>MSC to remainder of committee report consent agenda made by Chris DeCock / Susan Roe // carried.</p>
<p>6. Special Orders</p>	<p>Y2Q (PC)</p> <ul style="list-style-type: none"> o Pat Carr stated that UMEC works on this every July. The Y2Q is placed on Blackboard for your perusal and asks that members look this over since we will start discussing it at the next UMEC meeting on 7.26.23. <p>Quantitative Report by Cohort V4-All Comments for Committee. (Pat Carr)</p> <ul style="list-style-type: none"> o The Annual Student Engagement Survey, previously known as the Mid-Year Survey. He shared his Zoom screen and said he would like everyone to consider the responses on this report and help him with the understanding and how to address items in the future, please let him know ahead of the next UMEC meeting on 7.26.23. o Many of the responses on this report were positive. When looking at ach question, the percentages of responses highlighted in green means they were less than 15% dissatisfied. The red highlight means they were between 15-20% dissatisfied. The red highlighted percentages mean they were greater than 20% dissatisfied. o Some of the initial questions are regarding administrative offices and you can look at them on your own. 	<p>Information</p>

- Q8 – Participation of students on key medical committees, this shows that we have that we have good engagement of students on our medical school committees, with 4 years of responses all being good. In reading the comments one theme that is a bit unclear is exactly what the student mistreatment policy is and is not. We have already discussed student mistreatment in our Launch in the past 2 weeks, 2 different times so it will be clear. I’m not sure the policy is written clear for understanding.
- Q10 – The processes to report student mistreatment. We are in good standing here.
- Q13 – Adequacy of safety and security at medical school campus. This is also good.
- Q17 – Adequacy of educational/teaching spaces at hospitals/clinics. P2P3C has already considered this question and this requires collaboration with the institutions during clerkship. The spaces for students are being identified and the students are being educated as to were what spaces they can use and when.
- Q20-Adequacy of student study space at hospitals/clinics. There are varying comments here and some sites may have more available space than others.
- Q21 – Adequacy of secure storage for personal belongings on the medical school campus. We are good with storage space for students.
- Q22 – Adequacy of secure storage space for personal belongings at hospitals/clinical sites. We expect these comments to change in the next couple of years with new facilities being built. Susan Zelewski said they have worked with campuses to get secure lockers in place for students to use.
- Q23 – Adequacy of relaxation space at hospitals/clinical sites. Susan Zelewski said that they have been working closely with the hospitals and clinics to educate the students the different spaces available to them that may not be labeled Student Lounge.
- Q24 – Administration and faculty diversity. This question is highlighted in green as satisfied.
- Q25 – Student diversity. We have green and red highlighted responses. Students do not feel there is diversity within the peer student body. UMEC does not have the ability to make that change. The demographic of North Dakota is homogeneous and the medical school is mission based.
- Q 26 – Access to Research Opportunities. The classes of 2023, 2024 and 2025 are red highlighted. The class of 2026 is green. This may be in response to a robust, highly functioning REMS Program and by talking about it often and early in the medical curriculum. But students have to seek out the research opportunities to obtain for themselves.
- Q27 – Support for participation in Research. This shows a yellow highlight for class of

2023, red for classes of 2024 and 2025, and green for the class of 2026. Feedback states that students want more help in finding research projects, there is not enough time to carry it out and it is very student driven to obtain.

- Q28 – Access to service learning/community service opportunities. Classes 2024 and 2025 were dissatisfied and they have an hour-long lecture at the beginning and maybe forget about the opportunities. We may have to have another service-learning day in Phase 1 and the students who participated discuss their engagement and get others involved. We may have to have an activity later on.
- Q29 – Ease of access to Library Research and holdings. Great quality of the library and tech support.
- Q32 – Access to online learning resources. All green highlighted.
- Q43- Availability of personal counseling/mental health services. All very positive.
- Q35 – Confidentiality of mental health services. We spend a lot of time trying to assist students in any way we can with information and support.
- Q36 – Availability of student well-being programs. Also, positive comments.
- Q37 – Adequacy of career advising. Class of 2025 is red highlighted and there may have been a few students that felt they were not getting the information they needed. Other classes are green highlighted and positive comments.
- Q38 – Adequacy of counseling about elective choices. There are varied responses to this question. There are a lot of electives in Phase 3 and the question does not describe which one they are dissatisfied with. The electives that occur in Phase 1 and 3, students are feeling that they need a little more information about them early on so they can make selections.
- Q41 – Availability of academic counseling. Positive feedback. Our new tutorial coordinator student is Emily Hao. She will be the person that students will work with for tutoring in the coming year.
- Q43 – Adequacy of education to prevent exposure to infectious and environmental hazards. Very positive responses.
- Q44 – Adequacy of education about procedures to follow after a potential exposure to infectious and environmental hazards. Positive responses.
- Q45 – Utility of the medical education program objectives to support learning. Positive responses, they do support learning.
- Q48 – Quality of Pre-clerkship Phase. The class of 2024 was red highlighted, this group went through curriculum 1.5 and was during the pandemic. Both may have made it problematic.

	<ul style="list-style-type: none"> ○ Q47 – Clinical skills instruction the pre-clerkship phase. Very positive. ○ Q48 – Amount of formative feedback in the pre-clerkship phase. Positive feedback. ○ Q50 – Fairness of summative assessments in pre-clerkship phase. Positive. ○ Q51 – Opportunities for self-directed learning in the pre-clerkship phase. Positive. ○ Q52 – Adequacy of unscheduled time for self-directed learning in the pre-clerkship phase. Students feel they are pressed for time in classes 2024 and 2025, we have restructured. We closely monitor the amount of time in the curriculum for activities. There is hope there is enough time for self-directed learning. ○ Q53 – Overall student workload in the pre-clerkship phase. The dissatisfied class of 2024 was during curriculum 1.5 and COVID. ○ Q54 – Coordination/integration in the pre-clerkship phase. Class of 2024 felt we could make improvements. A common theme is to have only MD’s teach, only teach to the questions on the Boards and have all content be directly obvious to the clinical relationships with what’s being taught. Those are the big 3 themes that come out when talking about content in Phase 1. ○ Q55 – Utility of the pre-clerkship phase as preparation for required clerkships. Class of 2024 thought there could be better preparation again in the 3 main themes of only MD’s teaching, teach more directly towards STEP and make everything relevant to how it would apply in the clinic. <p>*We will follow up on the last half of this survey at the next UMEC meeting along with going over the Y2Q review on 6.26.23.</p>	
7. New Business	<p>Education Resources Curriculum Retreat (10.26.23): Topics to discuss:</p> <ul style="list-style-type: none"> ● 3 topics that are all very interesting and very timely. <ul style="list-style-type: none"> ○ Telehealth ○ Badging ○ DEI 	Information
8. Other Business		
9. Adjournment	<p>Meeting was adjourned at 6:00 pm</p> <p>Next Meeting July 26, 2023 at 4:30 pm via Zoom</p>	Information