

Biomedical Sciences Curriculum Subcommittee Meeting Minutes

SMHS

Tuesday, January 21, 2020 – 2pm in room E493

In attendance: Marc Basson, Kurt Borg, Pat Carr, Xuesong Chen, , Megan Denis, Joy Dorscher, Jane Dunlevy, Minnie Faith, Mark Koponen, Bibhuti Mishra, Ken Ruit, John Shabb, Nancy Vogeltanz-Holm, Susan Zelewski.

Members not in attendance: Jon Allen, Jesse Ewaldt, Walter Kemp, Dev Pant, Min Wu, Rick Van Eck.

Minutes Submitted by: Alissa Hancock

Minutes Reviewed by: John Shabb

MSC = motion made, seconded, carried

Minutes Approved by: Approved by consent

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	Dr. Shabb called the meeting to order at 2:01pm in room E493	Informational
2. Approval of Minutes 1.7.2020	Due to the lateness of the minutes being distributed, we will postpone approving the minutes to the next meeting.	Informational
3. Standing Items		
4. Old Business	<p>a. Curriculum redesign transition year planning (2020/2021)</p> <p>i. Transition year scheduling – SBHE update The request to change the medical curriculum to a trimester system is expected to go before the SBHE Finance and Budget Committee on March 17 and the SBHE on March 26. Implementation of the revised tuition payment schedule must wait until after approval. The switch to trimester schedule will increase the Student Affairs office financial aid disbursement workload by 50%. Implementaiton of class registration Students should not be an issue. The AAMC requires a minimum of one day for orientation. The question of how long orientation should be needs some additional thought.</p> <p>ii. Assessment The Assessment design team met twice to date. Half a day of assessment will occur on the fourth and eighth Friday of each unit for case and CAS exams. Clinical Skills will occur outside of these half-days and represent a 20-30 minute time commitment per student. Unit 8 Boot Camp will be compressed into a 1.5 to 2 week period.</p> <p>iii. Two-strike dismissal rule Main points of discussion:</p>	<p>Informational</p> <p>ACTION ITEM: Assessment Design Team will bring a proposal for assessments and recommendations for suspending/revising the two-strike rule (Policy 4.1) at the February meeting.</p>

	<ol style="list-style-type: none"> 1. Suspend the current two-strike rule (Policy 4.1). Suspension may be up to four years to accommodate curricular uncertainties associated with the transition year and the first two rounds of redesigned curriculum. Suspension period should provide sufficient time to gather data in order to redefine the parameters of the two-strike rule. 2. Create an interim academic dismissal policy to replace Policy 4.1. In order to accomplish this, the assessment plan for each unit must be defined as does the definition of failure for a unit. The interim policy must take into account that a student who fails a unit must repeat the entire year since the transition year curriculum will exist for only one academic year and there is no room in the trimester schedule for remediation. The responsibilities for executing this interim policy must be clearly spelled out, including the role of MSAPC, the Dean, and other key administrators. It may be necessary to create two interim policies – one for the transition year and another for the first two or three years of the redesigned curriculum. 3. Process for approving policy changes: All policy changes must be finalized before the transition curriculum begins in July. Workflow: <ol style="list-style-type: none"> a. The Assessment Design Team will define a uniform assessment plan for a typical transition year unit also define what constitutes a passing grade for that unit. b. Feb 18: The Assessment Design Team presents transition assessment plan to the BSCS. c. Mar 3: BSCS finalizes recommendations for policy changes and forwards to MCC. d. March 4: MCC makes reviews/revises recommendations. e. March 25: MCC approves policy changes. Then forwards to FAC. f. May XX: FAC reviews policy changes for approval. 	
5. New Business	b. Midyear Survey from CSCS (Zelewski)	Tabled
	c. Block Reports <ol style="list-style-type: none"> i. 2019 Blocks 3, 4 report (Dunlevy) ii. 2019 Blocks 5, 6 report (Borg)Tabled iii. 2019 Blocks 1, 2 (Dunlevy) Tabled 	Tabled
	d. Curriculum Redesign Transition Year Planning (2020/2021)	
6. Other Business		
	Meeting adjourned at 3:29pm	Next meeting February 18, 2020.