

**Biomedical Sciences Curriculum Subcommittee Meeting Minutes**

SMHS

**Tuesday, December 10, 2019 – 2pm in room E421**

**In attendance:** Kurt Borg, Xuesong Chen, Megan Denis, Jane Dunlevy, Jesse Ewaldt, Mark Koponen, Ken Ruit, John Shabb.

**Members not in attendance:** Jon Allen, Marc Basson, Pat Carr, Joy Dorscher, Walter Kemp, Bibhuti Mishra, Dev Pant, Nancy Vogeltanz-Holm, Min Wu, Susan Zelewski, Rick Van Eck.

**Minutes Submitted by:** Alissa Hancock

**Minutes Reviewed by:** John Shabb

**Minutes Approved by:** Kurt Borg and Mark Koponen

MSC = motion made, seconded, carried

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	Dr. Shabb called the meeting to order at 2:03pm in room E493	Informational
2. Approval of Minutes 12.03.19	No additions or corrections.	<b>The 12.03.19 minutes approved as written.</b>
3. Standing Items		
4. Old Business	<p><b>a. Curriculum redesign transition year planning (2020/2021)</b></p> <p><b>i. Scheduling</b></p> <p>Dr. Dunlevy explained a detailed schedule for the transition year curriculum. The principles of the trimester-based schedule, which will follow federal guidelines, was given the OK from the Department of Education. The transition year schedule will retain essentially the same block order and content as the legacy curriculum except for the earlier start date and the shortening of vacation and block transition breaks. Block 1 begins July 6. Block 4 will end the first week of March 2021 with Block 5 starting the second week of March. Block 6 will be split, with the first part ending in mid-May, and the second part starting the last week of July. This split is necessitated by an intervening nine-week summer elective period, which must align with legacy clerkship schedules will accommodate a 2021 transition year bulge in the number of students in the clinics. Scheduling for the Phase 1 transition year has been determined to the session level.</p> <p>In retrospect, it was decided that the full 12.5% reduction in instructional content was not needed as this was primarily absorbed by shortening examination periods and reducing vacation days. Any further reductions will be met by eliminating review days and shortening PCL cases. Concern remained about the the potential instructional consequences of the splitting of Block 6. Preparation time for exams was also raised as a concern. The transition schedule allows for 24 hours of protected time between the last scheduled instructional session and each exam. At least two break days have been built into the schedule for transitions between blocks. Vacation days for the entering Class of 2024 will be out of sync with those the Class of 2023 legacy schedule.</p>	<p><b>Action Item:</b> Carr to clarify boundaries of Block 6 subsections for instruction and assessment.</p> <p><b>MSC to rescind the 12.3.19 decision to direct faculty to find efficiencies in the curriculum and to reduce content by 12.5%. Mark Koponen / Jane Dunlevy // Carried.</b></p> <p><b>MSC to approve the transition schedule for Class of 2024 as written</b></p>

	Concerns were raised about if/how the trimester schedule will work on the NDUS Campus Connection scheduling system, which is semester-based.	<p><b>contingent on sufficient infrastructure and to authorize Drs. Carr and Dunlevy to make minor changes to the schedule as needed. Mark Koponen / Kurt Borg // Carried.</b></p> <p><b>Action item:</b> Follow up with Dr. Dorscher to determine how trimester schedule will integrate into Campus Connection.</p>
	<p><b>b. Parking</b> This is no longer an issue based on the information discovered by Dr. Joy Dorscher. BSCS has agreed to withdraw the recommendation to MCC for discussion.</p>	<p><b>MSC to rescind the 12.3.19 decision to alert the MCC to the need for resolving potential parking issues related to schedule changes with the potential need for intervention by the Dean.</b></p>
<b>5. New Business</b>		
<b>6. Other Business</b>		
	Meeting adjourned at 3:20pm	Next meeting January 7, 2020.