

**Biomedical Sciences Curriculum Subcommittee Meeting Minutes**

SMHS

**Tuesday, December 3, 2019 – 2pm in room E493**

**In attendance:** Jon Allen, Marc Basson, Kurt Borg, Pat Carr, Xuesong Chen, Megan Denis, Joy Dorscher, Jane Dunlevy, Jesse Ewaldt, Mark Koponen, Bibhuti Mishra, John Shabb, Min Wu, Susan Zelewski.

**Members not in attendance:** Walter Kemp, Dev Pant, Ken Ruit, Nancy Vogeltanz-Holm, Rick Van Eck.

**Minutes Submitted by:** Alissa Hancock

**Minutes Reviewed by:** John Shabb

**Minutes Approved by:** Approved by consent.

MSC = motion made, seconded, carried

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
<b>1. Welcome/call to order</b>	Dr. Shabb called the meeting to order at 2:03pm in room E493	Informational
<b>2. Approval of Minutes 11.19.19</b>	Minutes were approved as written.	<b>MSC to approve the 11.19.19 minutes by Jon Allen / Kurt Borg // carried.</b>
<b>3. Standing Items</b>	<p><b>a. Curriculum redesign update</b> Transition year scheduling</p> <p>A member of the office of Admissions and Student Affairs will visit face-to-face with a Department of Education representative on Dec. 3 to determine if the current trimester plan for the transition year scheduling will comply with federal regulations for student financial aid. The NDUS will also need to weigh in on the feasibility of moving to a trimester system when the entire NDUS operates on a semester system. If the proposed schedule is deemed compliant, then a complete transition-year schedule, determined down to the session level is ready to be released so that instructors will know when they are expected to teach.</p> <p>The committee reviewed the structure of the proposed transition year schedule and provided feedback. Most concern centered around the minimal days off between January and April, with no break scheduled between Blocks 7 and 8 for Y2 students. After discussion, Dr. Carr took into consideration the potential for inserting one or two days off between these two blocks.</p> <p>Concern was also raised about when students will take Step 1 during Phase 2. There is an expectation that students will choose the 8 week block of time during their required clerkships that will serve as their preparation time for taking the exam. A mechanism for staggered scheduling to minimize stresses on clerkships has yet to be determined.</p> <p>Dr. Dorscher raised the potential issue of the cost of parking for students who will begin their education in July. The BSCS chose to forward this concern to the MCC for action that may require a request to the Dean for helping to find a solution to this potential problem.</p>	<p><b>ACTION ITEM: 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> <p><b>MSC to approve 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>ACTION ITEM: Call a special BSCS meeting for 12/10 to assess federal and NDUS compliance issues, continue review of</b></p>

	<p>Dr. Dunlevy raised the concern that Blocks 1-8 in the Y1 transition year schedule will be reduced from 8 weeks to 7 weeks. Discussion focused on the need to anticipate eliminating redundancies as the curriculum transitions from a two-pass to a one-pass curriculum. This process can begin in the transition year. The seven-week schedule will require 12.5% reduction in content.</p> <p>Another scheduling challenge centered around Y1 Block 1, which is one week longer because of orientation. Current orientation is two weeks and there is concern that the shorter orientation will be detrimental to student success. Discussion included ways to add an additional week at the front end and the challenges associated with that, including the likelihood that any instruction in the added week as part of orientation would need to be asynchronous since students have already been promised a start date that does not include this additional week.</p> <p>Due to the urgency of establishing the transition year schedule, and the need to resolve uncertainties related to federal and NDUS compliance, the committee chose to add an extra meeting to resolve some of these issues.</p>	<p><b>transition year scheduling and finalize, if possible, calendar schedule for AY 2020-21.</b></p>
<b>4. Old Business</b>	<b>a. ACHIEVE course objectives and assessment (Dorscher)</b>	Tabled
	<b>b. SIMPLE course objectives and assessment (Dunlevy)</b>	Tabled
<b>5. New Business</b>	<b>a. Midyear Survey from CSCS</b>	Tabled
	<b>b. 2018-19 Block 3 &amp; 4 reports (Dunlevy)</b>	Tabled
	<b>c. 2019-20 Block 5 Report (Borg)</b>	Tabled
	<b>d. 2019-20 Block 1 Report (Dunlevy)</b>	Tabled
<b>6. Other Business</b>		
	Meeting adjourned at 3:45pm	Next meeting December 3, 2019.