

**Biomedical Sciences Curriculum Subcommittee Meeting Minutes**

SMHS

**Tuesday, June 4, 2019 – 2pm in room E493**

**In attendance:** Jon Allen, Marc Basson, Kurt Borg, Pat Carr, Joy Dorscher, Eric Johnson, Bibhuti Mishra, Annie Nickum, Jim Porter, John Shabb, Rick Van Eck, Nancy Vogeltanz-Holm,

**Members not in attendance:** Megan Denis, Jane Dunlevy, Walter Kemp, Mark Koponen, Dev Pant, Ken Ruit, Michael Storandt, Min Wu, Susan Zelewski.

**Minutes Submitted by:** Alissa Hancock

**Minutes Reviewed by:** John Shabb

**Minutes Approved by:** By consent of committee

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 2:05pm in room E493	Informational
<b>2. Standing Items</b>	<b>a. Curriculum redesign update</b>	Tabled
<b>3. Old Business</b>	<p><b>a. SMHS Policy 4.19 revision: monitoring of student time</b></p> <p>Dr. Van Eck presented a trimmed down draft of revised Policy 4.19. that uses the ACGME limit of 80 hours per week as the upper limit for required scheduled and unscheduled time for the preclinical phase of the medical curriculum. Justification for limiting average weekly upper limit to 70 hours per week takes into account 10 hours of discretionary time allowing for difference in study approaches and skills. Standards are described for determining the amount of study time needed for various instructional modalities. Dr. Dorscher will work with Dr. Van Eck on the formatting before it goes to FAC and the Dean for approval.</p>	<p><b>MSC to recommend the revised policy to the MCC with a change in wording to include pre-clerkship/phase 1 throughout the document. Jim Porter / Kurt Borg // carried.</b></p>
<b>4. New Business</b>	<p><b>a. ACHIEVE</b></p> <p>Dr. Dorscher presented a plan to establish a new course focused on professional development to begin in the Fall of 2019. Much of what is proposed is currently offered on an optional basis. The importance of the content, however demands that it become a required part of the curriculum. The course will meet at noon on Tuesdays for the first six weeks of each block.</p> <p>Discussion included who would direct this course, and what types of assessment will be given to demonstrate learning outcomes. It was pointed out that creating a new course requires approval at the University and SBHE level and that this would not be possible to do before the course starts. A suggestion was made that the course could be formalize as part of the current block system and that assessments can be managed through the block exam schedule. The committee recongnized the need for the implementation of the program, but with monitoring, due to its preliminary stage of development.</p>	<p><b>MSC to approve the ACIEVE plan to be implemented within the current block course structure and that the BSCS be updated as the program is developed. Jim Porter / Kurt Borg // carried.</b></p>

	<b>b. Block 1-2 reports (Dunlevy)</b>	Tabled
	<b>c. Block 8 report (Borg)</b>	Tabled
	<p><b>d. IPHC change for AY 2019 / 2020</b></p> <p>Dr. Johnson presented the need for formalized assessment of medical students for the didactic portion of the IPHC program, noting that assessment is already in place for other aspects of the course. The summative assessment will take the form of an exam modeled after quizzes they already are doing throughout the course. Dr. Johnson also noted that Other upcoming changes for Fall 2019. Dr. Carr will be notified of outcomes. Grading will be pass/fail.</p> <p>During discussion, it was recommended that students will take a 10 question assessment passing is 83% (7/10 questions). They will receive a S- after one examination failure, with the opportunity to retake the assessment. Remediation will be a writing assignment activity picked by the IPHC course director. If they do not pass the writing assignment then the student fails.</p>	<p><b>MSC to accept the IPHC assessment with the amendments to the assessment process as outlined in discussion. Jim Porter/Kurt Borg // carried.</b></p>
	<p><b>e. BSCS role in reviewing the curriculum as a whole (Shabb)</b></p> <p>When we review block reports we are only reviewing sections of the curriculum and we are missing the connections between the block reports and their context within the curriculum as a whole. In particular, the reports could become more intentional about addressing course effectiveness in preparing students to achieve program competencies.</p>	<p><b>ACTION ITEM:</b> Drs. Borg, Carr and Dunlevy will evaluate and modify the block report template to address how courses address program goals and competencies. Findings will be reported back to the BSCS.</p>
<b>5. Other Business</b>		Informational
	Meeting adjourned at 3:40pm	Next meeting June 26, 2019.