

**Biomedical Sciences Curriculum Subcommittee Meeting Minutes**

SMHS

**Tuesday, July 23, 2019 – 2pm in room E493**

**In attendance:** Marc Basson, Pat Carr, Xuesong Chen, Jane Dunlevy, Jesse Ewaldt, Bibhuti Mishra, Annie Nickum, Ken Ruit, John Shabb, Min Wu, Susan Zelewski.

**Members not in attendance:** Jon Allen, Kurt Borg, Megan Denis, Joy Dorscher, Walter Kemp, Mark Koponen, Dev Pant, Rick Van Eck, Nancy Vogeltanz-Holm.

**Minutes Submitted by:** Alissa Hancock

**Minutes Reviewed by:** John Shabb

**Minutes Approved by:** By committee 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 2:07pm in room E493	Informational
<b>2. Approval of Minutes 6.24.19</b>	No changes or comments. Minutes were approved as written by consent.	<b>MSC to approve the 6.24.19 minutes by committee consent.</b>
<b>3. Standing Items</b>	<b>a. Curriculum redesign update</b> Unit Design Teams are 90% filled with volunteers. Unit design guidelines are in development.	Informational
<b>4. Old Business</b>	<b>a. ACHIEVE update (Dorscher)</b>	Tabled
<b>5. New Business</b>	<b>a. Block 1 report (Dunlevy)</b> Outcomes for 2018 were similar to those of the previous year.. This included a high number of re-examinations (15. This was Dr. Dunlevy’s first block as Year 1 director. Students experienced technical difficulties with histology and pathology lab software when it was moved to a new server. The company re-wrote code to correct the issue.  Communication with students improved compared to the previous year. This effort to improve communication will continue in the upcoming. Goals for 2019: 1) Align radiology lectures with block-appropriate learning, 2) continue review sessions, 3) continue to refine ACHIEVE and SIMPLE to address domain 8 competencies.  The committee took some time discussing the Course Time Management supporting data. This is a new metric added to the block report that will help determine if the curriculum is adhering to the newly revised policy 4.19 Policy on Scheduling Pre-clerkship/Phase I Curriculum Activities For Medical Students. Data are gathered in the end-of-block student survey. The format of the question, modeled after a similar GQ questionnaire, was felt by some to not provide sufficient precision.	<b>MSC to approve the 2018-19 Block 1 report; with the action item to revise the student survey questions to provide more precision for monitoring of study time. Dunlevy / Zelewski // carried.</b>

	<b>b. Block 2-4 reports (Dunlevy)</b>	Tabled
	<b>c. Block 8 report (Borg)</b>	Tabled
	<p><b>d. SIMPLE proposal for 2019-2020 (Dunlevy)</b>  Dr. Dunlevy presented a proposal to make the SIMPLE program a required component of the curriculum. Pilot studies went well last year, but were optional. LCME accreditation requires that the elements of the SIMPLE program be a part of the required curriculum.</p> <p>This lead to considerable discussion about elements of this SIMPLE program that need to be in place if it is to be required. The assessments as written were thought by some to be insufficient to determine learning outcomes. It was observed that course-level objectives have not been created yet and that this will be essential in order for curriculum mapping purposes. After some discussion on the type of assessment that would be possible with this style of a course.</p>	<p><b>MSC to accept the SIMPLE proposal so that it becomes a required part starting in the fall of 2019, recognizing that work is still needed to create course objectives and assessments aligned with program competencies and instructional strategies. Dr. Dunlevy will report back to the BSCS when this is accomplished. Zelewski / Mishera // carried.</b></p>
	<p><b>e. Nominations/Election of Chair</b>  Dr. Shabb was nominated to continue as chair for another year.</p> <p>Dr. Shabb would like to see this committee start to require quorum for action items at future meetings.</p>	<p><b>MSC to nominate Dr. John Shabb to continue as chair for another year. Wu / Carr // carried.</b></p>
<b>6. Other Business</b>		
	Meeting adjourned at 3:40pm	Next meeting August 6, 2019.