

Curriculum Evaluation and Management Committee (CEMC) Meeting Minutes
Monday, October 26, 2020 @ 2:00 pm via Zoom

In attendance: Kurt Borg, Pat Carr, Megan Denis, Jane Dunlevy, Clint Hosford, Adrienne Salentiny, Rick Van Eck, Susan Zelewski.

Not in attendance: Jon Allen, Becca Maher, Dev Pant, Ken Ruit.

Minutes submitted by: Alissa Hancock

Reviewed by: Adrienne Salentiny

Approved by: Kurt Borg and Megan Denis

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 2:08 p.m. by chair Adrienne Salentiny.	Information
2. Old Business	a.) Minutes from October 12, 2020	MSC to approve October 12, 2020 minutes Kurt Borg / Patrick Carr // all in favor; carried.
3. New Business	<p>a.) 2020-21 Curriculum as a Whole Report and Gaps and Redundancies Report (<i>standing item</i>)</p> <p>a. Draft 1 – Reporting Action Item Table</p> <p>Dr. Salentiny created a table of action items to operationalize the parts of the Curriculum as a Whole Report and the Gaps and Redundancies report. It contains who might be involved with them and what is needed for each report. This and any draft reports or data will standing agenda items, so that we can get updates on the status of the reports as they are being worked out. First we need to finalize the information needed for each report (hence the table).</p> <p>Starting with the Assessment report. Discussed what exam scores make up the student’s medical science and clinical skills grades. Also, discussed what academic year we will be using for these report. The white paper states reports will be from the AY 2020-21, however, that does not work very well with phase 2, as clerkship reports are done after a clerkship is completed. We will have to decide when the reports will need to be completed every 12 months or at the end of a phase which is now 18 months instead of the 11 or 13 months in the previous curriculum. Might need to change wording in the Whitepaper so that the report will follow a cohort of students through a phase. Also, AI’s are the only required curriculum in phase 3 along with STEP 2. In the table, it was suggested to separate phase 2 and 3. STEP 1 as a scoring mechanism will</p>	Informational

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	<p>remain in phase 1. Need to add in the NBME Gateway exam that students must pass before moving on to phase 2 of the curriculum.</p> <p>At the next meeting, we will discuss other reporting benchmarks as per the table with the goal of completing the table so that the work of collecting data can begin.</p>	
	<p>Future agenda item:</p> <ul style="list-style-type: none"> • Where and when we are asking students for their perception of their learning. 	Informational
	<p>Future Tasks:</p> <ol style="list-style-type: none"> 1. Ongoing activities to course level objectives, gaps, redundancies, and the curricular change process 2. Review Element 7.2 	Information
4. Adjournment	Meeting was adjourned at 3:30 p.m.	<i>The next meeting is scheduled November 16, 2020, at 2:00 pm via Zoom.</i>