

Curriculum Evaluation and Management Committee (CEMC) Meeting Minutes
Monday, November 30, 2020 @ 2:00 pm via Zoom

In attendance: Jon Allen, Pat Carr, Megan Denis, Jane Dunlevy, Clint Hosford, Ken Ruit, Adrienne Salentiny, Rick Van Eck, Susan Zelewski.

Not in attendance: Kurt Borg, Becca Maher, Dev Pant.

Minutes submitted by: Alissa Hancock

Reviewed by: Adrienne Salentiny

Approved by: Kurt Borg and Ken Ruit

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 2:06 p.m. by Dr. Adrienne Salentiny, chair.	Information
2. Old Business	a.) Minutes from November 16, 2020	MSC to approve November 16, 2020 minutes Megan Denis / Ken Ruit // all in favor; carried.
3. New Business	<p>a.) Curriculum as a Whole Report updates: <i>This will remain a standing item until we feel it has been addressed.</i></p> <ul style="list-style-type: none"> a. Keyword tagging b. Assessment question mapping c. Objectives update: rewrite, unit design spreadsheet, and using objectives to tag events. <p>Continue working through reports table</p> <p>We are continuing to go through the reports and discussing what is possible for exporting information from Leo so we can adjust the reports we will provide on the curriculum.</p> <p>#3 – Keyword List We would enter the keywords into Leo as individual themes. Then we would be able to pull reports to show the keywords by collection or by single sessions across the curriculum. ACTION ITEM: we will bring an example of this report for the committee to review.</p> <p>There are no events in Leo for the clinical courses, so we would have to use the course title and sort through them. We may have to consider how we tag those course also.</p>	Informational

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ACTION ITEM: Susan Zelewski will bring a clerkship mapped objectives to the committee for review.

#2 – Format and Methods

We are still working on entering in phases into Leo and have moved the UME Year 1 to UME Phase 1 as that is what is being followed this academic year. We will have the class of 2023 clerkships be called Phase 2 for this year as we do transition, and would only affect the language in Leo. Phase 2 technically starts April 2021 but it also still considered Year 2 for this academic year. It was decided that the language for Phase 2 will start in April 2021 when those events/courses start. Then Phase 3 will be all AI's and electives for the class of 2023. There was discussion of how to best place those electives that are offered in both phase 2 & 3; we could potentially have students from both phases in the same elective. To make it simpler, there will be a UME Phase 2/3 for those electives and the other electives will be placed in the correct phase.

#1 – Assessment

Currently all grades are being entered into Leo as students no longer have access to blackboard.

Need to look into to see if we can average the students on the scale of competency for PCL and see if we could get the combined comments along with pass/fail of PCL for each student. Leo can produce reports for each student their composite score and PCL pass/fail. iSpiral and NBME reports provide the information needed to create the assessment report for this year. In the future we are hoping to report on assessment by competency.

For the clerkships we can get the preceptor evaluations scores and shelf exam scores. The grading varies per AI and not all students take the same number of AIs. They all are required to take one but some take more.

Future Item: consider if AI scoring benchmarks should be replaced with honors & satisfactory by department.

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	Future agenda item: <ul style="list-style-type: none"> • Where and when we are asking students for their perception of their learning. 	Informational
	Future Tasks: <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 December 14, 2020, at 2:00 pm via Zoom.</i>