

Curriculum Evaluation and Management Committee (CEMC) Meeting Minutes
Monday, February 22, 2021 @ 2:00 pm via Zoom

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

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

Minutes submitted by: Alissa Hancock

Reviewed by: Adrienne Salentiny

Approved by: Megan Denis and Kurt Borg

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 2:08 p.m. by Dr. Adrienne Salentiny, chair.	Information
2. Business	<p>a.) Minutes from February 8, 2021</p>	<p>MSC to approve February 8, 2021 minutes Kurt Borg / Megan Denis // carried with 1 abstained.</p>
	<p>b.) Rewritten Phase 1 Objectives</p> <p>Drs. Adrienne Salentiny and Rick Van Eck have revised and streamlined the phase 1 objectives. These objectives were updated in format and streamlined as per the earlier approval of MCC (UMEC). The meaning or core concept of each objective should remain unchanged. In some cases, objectives were combined if they were very similar in meaning. Others were separated if they were double- or triple-barreled (meaning the objective covered more than one outcome). The hope by doing that is that each objective would specifically address an element of the curriculum. In a few rare cases, they replaced objectives completely or did a combination of combining & separating objectives. These are all denoted in the document presented.</p> <p>There are approximately 844 block/unit objectives and are ready for content experts to review and ensure they are accurate in content. Then they will have to go to UMEC for review/approval or give a recommendation to BSCC for review them. The more eyes we have on these, the accurate they will be. After the committees have approved the objectives they would then need to be mapped.</p> <p>A particular concern was brought up with the use of the phrase ‘without significant error’ as standard language. The committee suggests this be edited so that it is not so open to</p>	<p>Informational</p> <p>ACTION ITEM: Adrienne Salentiny will write a paper outlining the committee recommendations for the next meeting for review and approval.</p>

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	<p>interpretation by individual students or faculty. While history denotes tha students often are more in tune to the session objectives, we should still consider changing the phrase to something equivalent but less open to interpretation.</p> <p>Now, the committee needs to decide who will vet the objectives in their revised form, and what is the timing of the process? Most of our time- and person-bound resources are currently dediated to the fast approaching start of Curriculum 2.0 in July.</p> <p>After some discussion it was agreed that sending an informative statement to UMEC stating that the outline of the revised objectives has been completed and that we intend for BSCC to review them, and that the timeline may not be immediate. <i>CHAIR'S NOTE: At a leadership meeting occurring directly after this CEMC meeting, this issue was briefly discussed. Because faculty and administration resources are currently directed toward work around the design and development of Curriculum 2.0, was determined that a year 4 medical student enrolled in the medical education elective could complete a review of these objectives, checking for correct usage of medical terminology and cohesive language throughout.</i></p> <p>After the medical education elective student's review, a recommendation will be written summarizing the steps taken and our recommendation of next steps and timeline to UMEC. Adrienne Salentiny will write this up and present to CEMC for approva; once the student's work is complete. (Est. April 2021)</p>	
	<p>c.) Continue Phase Goals Discussion</p>	<p>Tabled</p>
	<p>d.) Zeeting</p> <p>Because curriculum 2.0 strongly encourages faculty in include interactive elements in their instruction, we must provide a polling solution that is easy to implement. Zoom has polling features, but the problem is that Education Resources provides the Zoom rooms for faculty. This means the faculty do not "own" these rooms under their own personal UND Zoom accounts. The rooms are owned by Education Resources staff. Because of this, Zoom polling cannot be used. This issue was explored at length with UND main campus instructional technology staff, and a solution for using Zoom polling was not found. It has become pressing with the implementation of curriculum 1.5, and with the impending release of Curriculum 2.0</p>	<p>Informational</p>

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	<p>later this year. We need a polling option! Dr. Jane Dunlevy demo'd Zeetings, a free polling program that appears easy to set up and use. This program is free for educational use and does not require students to pay a fee to use. Another program we have discussed is TopHat. Some faculty are using TopHat, but it seems to have fees students would need to pay in order to access. Zeetings does not. In her capacity related to instructional design and faculty development, Dr. Adrienne Salentiny will work with Dr. Jane Dunlevy regarding getting Zeetings information and training out to faculty. They feel this tool is important to understand and access both now and as Curriculum 2.0 rolls out.</p>	
	<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 – M4 medical elective students are working on it with Megan Denis and Becca Maher advising them. b. Assessment question mapping -Becca Maher and Drs. Borg, Van Eck, and Salentiny are working on this. c. Objectives update: rewrite, unit design spreadsheet, and using objectives to tag events. An objectives presentation was given at this meeting and summarized above. <p>Dr. Adrienne Salentiny has broken down the data needed for the reports and is actively trying to test the ability to obtain this data.</p>	Informational
	<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 3:12 p.m.	<i>The next meeting is scheduled March 8, 2021, at 2:00 pm via Zoom.</i>