

Curriculum Evaluation and Management Committee (CEMC) Meeting Minutes
Monday, May 17, 2021 @ 2:00 pm via Zoom

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

Not in attendance: Dev Pant, Ken Ruit.

Minutes submitted by: Alissa Hancock

Reviewed by: Adrienne Salentiny

Approved by: Pat Carr and Megan Denis

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 2:02 p.m. by chair Dr. Adrienne Salentiny.	Information
2. Business	<p>a.) Minutes from May 3, 2021</p> <p><u>FYI: Email votes carried.</u></p> <ul style="list-style-type: none"> <i>a. To accept the additional/modified content terms in the Controlled Vocabulary list and recommend to UMEC that they be approved for mapping content in the medical program curriculum.</i> <i>b. To accept the Phase 1 Horizontal Integration Terms and the Phase 2/3 Horizontal Integration Terms in the Controlled Vocabulary list and recommend to UMEC that they be approved for use in evaluating horizontal integration in the MD program curriculum.</i> <i>c. To accept the Assessment Method classification of MD program assessments using the AAMC list of assessment methods and recommend to UMEC that they be approved for use in evaluating the MD program curriculum for assessment methodology.</i> 	MSC to approve May 3, 2021 minutes Kurt Borg / Megan Denis // carried.
	<p>b.) P1 Objectives Revisions</p> <p>We had two 4th year med ed elective students review the objectives for phase 1. This was after Rick Van Eck and Adrienne Salentiny re-wrote them to be in the updated format. The students were verifying that the medical knowledge and terminology was accurate, but they were not able to finish. WE have about 42 objectives left to be reviewed by someone with clinical knowledge.</p>	Action Item: Dr. Jon Allen will work on completing the objective review.
	<p>c.) Vertical Integration representation:</p> <p><i>“Vertical Integration shall be determined by tagging events in Phase 1 with Doctoring Skills/Med and Society, and Scientific Foundations of Medicine (SFM). Phase 2 will use the same terms to take Clerkship Objectives”</i></p>	MSC to recommend to adopt the Vertical Integration Terms of Scientific Foundations of

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	<p>Adrienne Salentiny would like present the vertical integration along with the horizontal integration recommendation to UMEC. Discussed what the best terminology should be used for mapping the curriculum to be consistent throughout all the phases. It was decided that “Scientific Foundations of Medicine” should be used as “Basic Sciences” and “Foundations of Clinical Science plus Doctoring Skills” as “Clinical Sciences” for Phase 1 Events as it best describes what we cover in phase 1. Then for Phase 2/3 clerkship and core AI objectives will be used to map for vertical integration.</p> <p>Adrienne Salentiny will add this to the horizontal integration recommendation for UMEC.</p>	<p>Medicine as “Basic Sciences” and Foundations of Clinical Science plus Doctoring Skills as “Clinical Sciences” for Phase 1 Events and Phase 2/3 clerkship and core AI objectives. Jane Dunlevy / Jon Allen // carried.</p>
	<p>d.) Phase Goals Reporting Templates</p> <p>Every phase will have its own template. The chair of each phase will be responsible for filling out the template (with most of the data pulled from Leo). We have to review the templates and ensure the assessments are accurate for each domain. The goals for each phase will be the same area but progress through the phases.</p> <p><u>Phase 1 template</u></p> <p>Under the assessment data section, SPETA grading needs to be removed throughout because this does not actually happen. They give feedback to the student sonly to help them prepare for their doctoring skills assessment.</p> <p>Then in #4 assessment section, the ‘clinical science grade’ should be ‘doctoring skills grade.’ This change should be reflected throughout the document. We will have to make the clear to students that they will be responsible for doctoring skills in all assessment methods not just hands on assessment. All the evaluations live in Leo and are retrievable to accomplish all the reports listed in the table for the phase 1 report. Languages changes discussed today will made will be made on the other phase report templates as well.</p>	<p>ACTION ITEM: Adrienne Salentiny will update the table for phase 1 as discussed and update phase 2 & 3 templates as well before the next meeting.</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 b. Assessment question mapping. 	<p>Informational</p>

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	c. Objectives update: rewrite, unit design spreadsheet, and using objectives to tag events.	
	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 3:25 p.m.	<i>The next meeting is scheduled June 7, 2021, at 2:00 pm via Zoom.</i>