

Curriculum Evaluation and Management Committee (CEMC) Meeting Minutes
Monday, August 31, 2020 @ 2:00 pm via Zoom

In attendance: Pat Carr, Jane Dunlevy, Clint Hosford, Becca Maher, Ken Ruit, Adrienne Salentiny, Rick Van Eck, Susan Zelewski.

Not in attendance: Jon Allen, Kurt Borg, Megan Denis, Dev Pant.

Minutes submitted by: Alissa Hancock

Reviewed by: Adrienne Salentiny

Approved by: Ken Ruit and Megan Denis

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 2:04 p.m. by Adrienne Salentiny.	Information
2. Old Business	a.) Minutes from August 17, 2020	MSC to approve August 17, 2020 minutes Rick Van Eck/Megan Denis // all in favor; carried.
3. New Business	<p>a.) Update on MedEd Students</p> <p>Recently we discussed having MedEd students help start tagging curriculum 1.5 and we have two MedEd students currently working with us to start doing this. It was decided that this would be better to have them start even if they aren't able to finish it. Then faculty can review their work. Drs. Adrienne Salentiny and Rick Van Eck will meet with them again next week to continue the work.</p> <p>In addition, Megan Denis is working on completing putting examples and definitions for each keyword, and the list hopefully will be completed in the next couple of weeks. Knowing that the list will be updated as we go right away, as we figure out the best to use the list.</p>	Informational
	<p>b.) Whitepaper Rationale Update</p> <p>Dr. Rick Van Eck added in definitions to clarify the difference between Phase 2 & 3 in both versions of the paper presented. Assessment methods are mapped with the keyword terms.</p> <p><u>Version One</u></p> <p>We will have the objectives tagged with the keyword list and assuming the faculty are selecting assessment questions based on those course objectives. This would allow us to be somewhat confident that those content areas are being assessed. However, the shelf exams</p>	<p>Informational</p> <p>Rick Van Eck will talk with Ken Ruit to get more of a LCME take on which version is preferred and we will do an email vote.</p>

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	<p>and CBSE do not give percentages based on a topic area only. It is difficult though to know the outcomes of the domains/competencies based on topic areas.</p> <p><u>Version 2</u> We would have an annual report of the assessment outcomes on the domains/competencies which are tagged to each objective. This is an accepted method of assessing outcomes in education. Course and clerkship objectives are considered aggregate because we are still assessing performance. It is a widely accept practice to select a widely selected sample of assessment outcomes. Preceptors would give the students a holistic performance evaluation, which is also a widely accept method.</p> <p>It comes down to whether we want to evaluate outcomes using performance of domains/competencies or by topic areas. Keyword list would not be able to be used to define the outcomes as well as the domains/competencies. Keyword list came about because we cannot link the CBSE and NMBE exams to objectives and we were worried about gaps in the curriculum. We think we the domain/competencies is what LCME would be the best route.</p> <p>We could map the course objectives and recognize that it's imperfect and we are improving it as time/resources allow. Rick Van Eck will consult Ken Ruit to get his thoughts on these versions and our discussion, and we will email vote.</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. • Resources needed to create reports 	Informational
	<p>Future Tasks:</p> <ol style="list-style-type: none"> 1. Implementation of Keyword list (tbd with our transition to a new system and curricular change activities) 2. Ongoing activities to course level objectives, gaps, redundancies, and the curricular change process 3. Recommendation on sub competencies (from SMHS Domains and Competencies document) 	Information

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	4. Review Element 7.2	
4. Adjournment	Meeting was adjourned at 3:06 p.m.	<i>The next meeting is scheduled August 10, 2020, at 2:00 pm via Zoom.</i>