

Curriculum Evaluation and Management Committee (CEMC) Meeting Minutes
Monday, September 13, 2021 @ 2:00 pm via Zoom

In attendance: Sandi Bates, Kurt Borg, Pat Carr, Megan Denis, Kara Eickman, Clint Hosford, Becca Maher, Ken Ruit, Adrienne Salentiny, Rick Van Eck, Shannon Yarbrough, Susan Zelewski

Not in attendance: Jon Allen, Jane Dunlevy, Dev Pant.

Minutes submitted by: Alissa Hancock

Reviewed by: Adrienne Salentiny

Approved by: Kurt Borg and Rick Van Eck

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 2:10 p.m. by chair Dr. Adrienne Salentiny.	Information
2. Business	<p>a.) Minutes from August 23, 2021</p>	<p>MSC to approve August 23, 2021 minutes. Pat Carr / Rick Van Eck // carried.</p>
	<p>b.) Curriculum as a Whole section drafts</p> <p>1. Curriculum Retreat debrief The retreat went really smoothly and everyone’s hard work showed in the presentation of the information. For next year though we will need to find a way for the data needed for these reports to have a more fluid process, or we’ll need extra help because this was a huge lift and can’t be sustained year-to-year using the same procedures. Also discussed what reports we would need to provide next year. Everyone was in agreement we we will on report on Curriculum 2.0 going forward and on an annual basis, stating what is incomplete as needed and noting the lessons learned. We’ll also maintain achievement reports that we used this year as the phase reports.</p> <p>2. Instructional Methods (Large Group/Discussion, Case Wrap Up recommendation) We discussed the types of instructional methods we have and what PCL and Case Wrap up would be considered.</p>	<p>ACTION ITEM: To have reports focus on Curriculum 2.0 even if they would be incomplete but also list lessons learned included in the achievement reports that we used for phase reports this year.</p> <p>MSC to adopt that patient presentation as the instructional method for case wrap up. To direct Becca Maher to make the change in Leo and Megan Denis to update the controlled vocabulary list.</p>

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		Rick Van Eck / Susan Zelewski // carried.
	<p>c.) Curriculum as a Whole Report Template Phase report templates will be going to UMEC next meeting. We also realized that CEMC did not approve the template for the curriculum as a whole report even though we have discussed it in the past. Therefore, we need to review, update, and approve the template.</p> <p>Through the review of the template language was updated to be current with what we used in the phase reports, and what we are using in the curriculum. Also, we finessed wording for a few of the metrics to be more clear and for consistency across the board.</p> <p>ACTION ITEM: Dr. Adrienne Salentiny will update the template and send out to the committee for one more view before an email vote occurs.</p>	
Standing Items:	<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 d. Other (i.e. Leo, LCME, etc) 	Informational
Future Agenda Items:	<ul style="list-style-type: none"> 1. Phase 1 Objectives 2. Element 7.2 – mapping/tagging (UMEC 8.11.21) 	Information
4. Adjournment	Meeting was adjourned at 3:37 p.m.	<i>The next meeting is scheduled September 27, 2021, at 2:00 pm via Zoom.</i>