

Curriculum Evaluation and Management Subcommittee (CEMS) Meeting Minutes
 Monday, November 25, 2019 @ 2:00 pm
 E421 Conference Room & via WebEx

In attendance: Megan Denis, Clint Hosford, Marcia Francis, Adrienne Salentiny, John Shabb.

Not in attendance: Jon Allen, Kurt Borg, Pat Carr, Becca Maher, Mark Koponen, Dev Pant, Ken Ruit, Rick Van Eck, Susan Zelewski.

Minutes submitted by: Alissa Hancock

Reviewed by: Adrienne Salentiny

Approved by: Marcia Francis and Megan Denis

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 2:04 p.m. by chair Adrienne Salentiny	Information
2. Old Business	a.) Minutes from October 28, 2019	MSC to approve October 28, 2019 minutes John Shabb / Megan Denis // all in favor; carried.
3. New Business	a.) Reports Discussion Continued.. The spreadsheet shows the total number of objectives mapped to each domain is listed along with each objective. This is good data to use as a report for MCC this year, as there are quite a few that are low on objectives. We will need to explain why there are so many with only one objective. Dr. Adrienne Salentiny will draft a report and send to the committee by email for input. At the next meeting we can then finalize the report and send to MCC.	ACTION ITEM: Dr. Adrienne Salentiny will draft a report for the committee to review.
	b.) Revised Proposal for Longitudinal Curriculum Threads	Tabled
	Future Tasks: <ol style="list-style-type: none"> 1. Discussion of what data goes into our annual reports, the formatting of the data, and how and where we will get all data. Try a sample report. (Complete report by end of 2019.) 2. Identification of gaps and redundancies in medical curriculum. (Dependent on curricular change activities and reporting decisions.) 3. Implementation of Keyword list (tbd with our transition to a new system and curricular change activities) 	Information

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	4. Ongoing discussion and/or related activities to course level objectives.	
4. Adjournment	Meeting was adjourned at 3:09 p.m.	<i>The next meeting is scheduled November 25, 2019, at 2:00 pm in E493 Conference Room, Grand Forks.</i>