

Curriculum Evaluation and Management Subcommittee (CEMS) Meeting Minutes  
Monday, December 9, 2019 @ 2:00 pm  
E493 Conference Room & via WebEx

**In attendance:** Kurt Borg, Pat Carr, Megan Denis, Clint Hosford, Marcia Francis, Becca Maher, Ken Ruit, Adrienne Salentiny, John Shabb, Rick Van Eck, Susan Zelewski.

**Not in attendance:** Jon Allen, Mark Koponen, Dev Pant.

**Minutes submitted by:** Alissa Hancock

**Reviewed by:** Adrienne Salentiny

**Approved by:** Kurt Borg and Marcia Francis

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	<b>a.) Minutes from November 25, 2019</b>	<b>MSC to approve November 25, 2019 minutes Marcia Francis / Megan Denis // all in favor; carried.</b>
3. New Business	<p><b>a.) Objective Mapping Report</b></p> <p>The bar graph shows how many objectives map to each domain, but objectives are duplicated because some of them are mapped to multiple domains. It was suggested that a caption should be added to be under this graph to clarify that objectives are mapped to multiple domains. However, this report does give us a good look at the objectives and where the areas of concern are. The table lists the areas that are critical and have 2 or less objectives mapped to a competency. Suggestion was to add the actual objectives that are mapped to these competencies for ease of reference. This is our first official report and with the curriculum revision currently happening, we will continue to do this report annually.</p> <p>Because some of the identified gaps were potentially due to the existence of subcompetencies in Domains 3 and 4, CEMS spent some time discussing the origins of the subcompetencies and how to handle these in terms of mapping and reporting moving forward. Part of this included a discussion about how the EPAs fit within this structure. Should they be found on a variety of levels in the mapping process, or should they all be represented in competencies, subcompetencies, or objectives. Another question was whether</p>	ACTION ITEM: Dr. Adrienne Salentiny and Dr. Susan Zelewski will update the report and Salentiny will send it out to the committee before the next meeting.

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	<p>EPAS should have their own report, but no decisions was made regarding the EPAs. There was an agreement to raise the potential concerns about subcompetencies and EPAs to MCC. But CEMS will not be making a recommendation at this time but will instead discuss this along with potential solutions for the subcompetency issue and determine how to proceed from there.</p>	
	<p><b>b.) Revised Proposal for Longitudinal Curriculum Threads</b>  Dr. Rick Van Eck was tasked with further exploration of this proposal at a past meeting. He has been able to make revisions to the proposal and CEMS needs time to review it prior to discussion at a future meeting.</p>	Tabled
	<p>Future Tasks:</p> <ol style="list-style-type: none"> <li>1. Implementation of Keyword list (tbd with our transition to a new system and curricular change activities)</li> <li>2. Ongoing activities to course level objectives, gaps, redundancies, and the curricular change process</li> <li>3. Recommendation on subcompetencies (from SMHS Domains and Competencies document)</li> </ol>	Information
4. Adjournment	<p>Meeting was adjourned at 3:09 p.m.</p>	<p><i>The next meeting is scheduled January 13, 2020, at 2:00 pm in E493 Conference Room, Grand Forks.</i></p>