

## Curriculum Evaluation and Management Subcommittee (CEMS) Meeting Minutes

Monday, July 22, 2019 @ 2:00 pm

E493 Conference Room & via WebEx

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

**Not in attendance:** Jon Allen, Megan Denis, Mark Koponen, Devendra Pant.

**Minutes submitted by:** Alissa Hancock

**Reviewed by:** Adrienne Salentiny

**Approved by:** Rick Van Eck and Marcia Francis

| AGENDA ITEM     | SUMMARY  | ACTION/FOLLOW-UP  |
|-----------------|--|---|
| 1. Welcome      | Meeting called to order at 2:09 p.m. by Adrienne Salentiny   | Information   |
| 2. Old Business | <b>a.) Minutes from July 8, 2019</b>   | <b>MSC to approve July 8, 2019 minutes as amended John Shabb / Annie Nickum // all in favor; carried unanimously.</b>   |
| 3. New Business | <p><b>a.) Proposal to Fill Gaps in Domain 7 (IPE) by Dr Eric Johnson and Michelle Montgomery</b><br/>                     This is a proposal to fill the gaps in domain 7 in the curriculum, and also match what is happening nationwide with IPE. UND along with six other schools did a research project and decided to follow the IPEC standards, which is why they align very closely to our domains and competencies.</p> <p>IPE has been happening in addition to the IPHC course students take. Some examples were provided of this, including checklists and research into digital badging. This year we will be matching Medical students with PharmD students from NDUS to start a relationship that where they can reach out to each other throughout their education as consults.</p> <p>Dr. Johnson and Michelle Montgomery, if approved by CEMS, will work with instructional design to update the course objectives to match what CEMS has approved for the medical curriculum format. They will also look at ways to add objectives and fill the gaps in Domain 7. They would would like to be threadheads for the medical curriculum, and be utilized as references when IPE objectives are being created or adjusted to keep the IPE education</p> | <b>MSC to designate Michelle Montgomery and Dr. Eric Johnson as IPE content experts and responsible for looking at all IPE objectives, looking for gaps in the current and renewed curriculum and propose/modify course objectives related to IPE. Kurt Borg / Annie Nickum // carried.</b> |

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|  | <p>organized and prevent redundancies. There is not currently a formal structure for threadheads, but the committee is able to designate them as content experts in this area.</p> <p>It was brought up that the IPHC objectives are in e*Value but they are not mapped as block objectives (or graded in eValue). IPHC is not the only place IPE is happening, but it is one place and needs to be mapped so that we are sure to include its objectives in reports. Becca Maher will investigate in e*Value the IPHC objectives and how they are mapped and/or map them to domain 7. Michelle Montgomery and Dr. Eric Johnson will also look to see what areas are missing objectives. They will work with Adrienne Salentiny to ensure that objectives are written in the format developed by CEMS and by MCC.</p>   |             |
|  | <p><b>b.) Updates on documents sent to MCC on 7/17</b><br/> MCC approved both of these documents at their meeting:</p> <ul style="list-style-type: none"> <li>• CEMS will approve all objectives to be used for the new curriculum unless otherwise noted among subcommittee chairs.</li> <li>• Objectives must be written in unit design teams before other steps in curriculum design.</li> </ul>  | Information |
|  | <p><b>c.) Updates on LEO demos (Mapping &amp; Reporting)</b><br/> LEO will be replacing e*Value by June 2020. Last week, the implementation team got to see how LEO runs reports and it looks to be user friendly. The goal is to do a very thorough exploration of the ins and outs of the system and ask all of our questions. We hope to setup the system properly to get the reports and information we are wanting, without running into unanticipated problems. We will not be doing an information transfer as has been done in the past; we will manually input the information into LEO because we do not want to import any errors or start off on the wrong foot. This fall CEMS, will have to pull reports from e*Value and we still needs to decide what types of reports we will be creating for MCC. Dr. Adrienne Salentiny will bring back a sample report of what the LEO system can create for us for a discussion of what our future reports might look like.</p> | Information |
|  | <p>Future Tasks:</p> <ol style="list-style-type: none"> <li>1. Implementation of Keyword list (tbd with our transition to a new system)</li> </ol>   | Information |

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|                | <ol style="list-style-type: none"> <li>2. Mapping of current curriculum to the new domains and competencies in e*Value. (Next step: inform MCC and request feedback from other subcommittees prior to mapping)</li> <li>3. 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.</li> <li>4. Identification of gaps and redundancies in medical curriculum. (Dependent on curricular change activities and reporting decisions.)</li> <li>5. Discussion and/or related activities to course level objectives.</li> </ol> |  |
| 4. Adjournment | Meeting was adjourned at 3:14 p.m.  | <i>The next meeting is scheduled August 12, 2019, at 2:00 pm in E493 Conference Room, Grand Forks.</i> |

APPROVED