

Curriculum Evaluation and Management Subcommittee (CEMS) Meeting Minutes
 Monday, August 26, 2019 @ 2:00 pm
 E493 Conference Room & via WebEx

In attendance: John Shabb, Clint Hosford, Rick Van Eck, Marcia Francis, Becca Maher, Pat Carr, Megan Denis, Adrienne Salentiny

Not in attendance:

Minutes submitted by: Adrienne Salentiny

Reviewed by: Adrienne Salentiny

Approved by: John Shabb and Annie Nickum

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 2:05 p.m. by Adrienne Salentiny	Information
2. Old Business	a.) Minutes from July 22, 2019	MSC to approve July 8, 2019 minutes Rick Van Eck / Marcia Francis // all in favor; carried unanimously.
3. New Business	<p>a) Naming/Numbering of Objectives in LEO</p> <p>We have to put objectives into LEO and they need to be numbered at that time. Suggestion is to rename course objectives without the “block” number on the front (01, 02, etc) because this is a timebound reference to our existing curriculum structure, which is changing. The number helps us know what year or phase it occurs in</p> <p>What we are trying to do is avoid duplication of objectives. However, there are a lot of objectives that students need to achieve at every point in the curriculum. (Example is handwashing – it needs to be assessed many times and they MUST get 100% on it every time – there is no growth throughout the phases.) The same goes for PCL – we duplicate several of these across 7 or 8 blocks and this bloats our number of course objectives. It also makes human error more possible in the case where we need to revise one. (Will we know to revise it in all places?)</p> <p>What type of requests need to be answered by these objectives? (“Where do we teach ____?”)</p> <p>The numbers do help us be able to tell LCME and AAMCS where they are taught. LEO doesn’t require us to label them as timebound because it will say where it is taught regardless of the number. We discussed denoting a hierarchy of expectations that differ between the units using</p>	

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	<p>the same objective. (Such as adding a, b, c, at the end of duplicates.) This is a concern though because if we remove one of these, there will be an inconsistency and that could be confusing. Keywords to tag sessions or session objectives were discussed but this would be a major undertaking.</p> <p>Choices are to:</p> <ul style="list-style-type: none"> • Do nothing (objectives are still labeled by block even though we won't have blocks) • Remove the block number from the existing objectives, keeping the topics the same in most cases. (i.e. ANT001 instead of 01ANT001) • Develop unit-driven objective names. (01CGN001 – unit 1 cells and genetics...) • Develop discipline or subject-driven names. (CGN001 – cells and genetics...) • Use LEO's categories to create a new system (i.e. Patient Safety, Diagnosis, Scientific Foundations...) <p>For the next meeting, we will pull up some type of visual aid to help with the discussion.</p>	
	<p>b) Longitudinal thread management discussion (Thread Heads) – TABLED due to time</p>	<p>Table to 9/9/19</p>
	<p>Future Tasks:</p> <ol style="list-style-type: none"> 1. Implementation of Keyword list (tbd with our transition to a new system) 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) 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. 4. Identification of gaps and redundancies in medical curriculum. (Dependent on curricular change activities and reporting decisions.) 5. Discussion and/or related activities to course level objectives. 	<p>Information</p>

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4. Adjournment	Meeting was adjourned at 3:32 p.m.	<i>The next meeting is scheduled September 9, 2019, at 2:00 pm in E493 Conference Room, Grand Forks.</i>
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