

Clinical Science Curriculum Subcommittee (CSCS) Meeting Minutes  
 Tuesday, January 14, 2020 @ 5:00 pm  
 E493 Conference Room & via telecomm

**In attendance:** Marc Basson, James Beal, Michael Booth, Pat Carr, Bryan Delage, Minnie Faith, Alex Hron, Dennis Lutz, Jay MacGregor, Devendranath Mannuru, Marlys Peterson, Jodi Rathjen, Jim Roerig, David Schmitz, Kamille Sherman, Jon Solberg, Chris Tionson, Rick Van Eck, Susan Zelewski.

**Not in attendance:** Dinesh Bande, Chris DeCock, Joy Dorscher, Mac Dyke, Marcia Francis, Walter Kemp, Scott Knutson, Jau-Shin Lou, Alicia Norby, Luke Roller, Steve Tinguely.

**Minutes submitted by:** Alissa Hancock

**Reviewed by:** Susan Zelewski

**Approved by:** Jim Roerig and Michael Booth

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 5:02 p.m. by the chair Dr. Susan Zelewski.	Informational
2. Approval of November 19, 2019 and December 10, 2019 minutes		<b>MSC to approve the November and December minutes. Bryan Delage / Jon Solberg // carried.</b>
3. Old Business	<p><b>a.) Policies and Procedures</b>                      Anyone who does academic counseling for students can no longer grade students. This mostly affects the Campus Deans.</p>	Information
4. New Business	<p><b>a.) Family Medicine Clerkship Annual Report</b>                      We had 13 of the 17 students receive honors and with the adjustment of p-factors that we set in place two years ago helped two students receive honors. With family medicine's sites being spread across the state students' experiences are different. However, in the student feedback we heard that professor rounds were confusing and we have made changes for this year and will continue to monitor.</p> <p>We had one ROME student report that they did not receive mid-clerkship feedback in rotation one and we are thinking they did receive it but did not understand that was their mid-clerkship feedback. Next year we will be adjusting how grading happens by dividing the site into cohorts with eight students in each group. This will</p>	<b>MSC to approve the Family Medicine report with edits as discussed. Jon Solberg / Michael Booth // carried.</b>

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	<p>help with the grading equality where 2 students from each cohort would receive honors. Faculty development is provided and will be asking for feedback to see how we can continue to improve.</p> <p>The current objectives in the report do not have complete mapping documented . There was an additional document with all the objectives which have been edited to comply with the CEMS recommendations for objective writing. With the help of Drs. Salentiny and Van Eck, duplicate objectives were found. For future meetings, the program competencies PDF and link will be sent to CSCS members for information.</p>	<p><b>New objectives will come forward for approval for next year's FM clerkship.</b></p>
	<p><b>b.) Mid-Clerkship Feedback</b></p> <p>There has been a trend over the last couple of years of the occasional student reporting they did not receive mid-clerkship feedback even though we have made great strides in improvement. Feedback is an LCME requirement and how do we ensure that we have evidence that every student does receive feedback? Suggestions of having the 3<sup>rd</sup> and 4<sup>th</sup> year offices could monitor and send reminders at week 5, which everyone agreed was good timing. ROME would need to add a question to their feedback form and then figure out how to get the feedback form in E*value for them to be tracked. Discussion will continue in February.</p>	<p><b>ACTION ITEM: Continue discussion on mid-clerkship feedback form procedure in February.</b></p>
	<p><b>b.) ROME Annual Report</b></p> <p>The steering committee meets twice a year and everything is going smoothly. Clerkship grades are all within one of the class average. There was a concern that the Jamestown site could receive credit for 8-weeks of surgery, and this was corrected for this year. In addition, the OB experience some of the rural sites have to connect with their main campus to ensure these experiences are being met. For example in Dickenson and Hettinger students switch about halfway through the year to ensure that all get enough rural and OB experiences. Everyone that we have</p>	<p><b>MSC to approve the ROME annual report with action item. Michael Booth / Jim Roerig // carried.</b></p>

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	<p>teaching students has a faculty appointment and the overall feeling is that we have a strong ROME program.</p> <p>The mid-clerkship feedback in ROME does not match the Family Medicine report where one student reported they did not receive mid-clerkship feedback. Those numbers should match. Also, need to revisit the possibility of set connections between main campuses and ROME sites to ensure that students are getting all their required experiences, especially with bringing Devils Lake back as a site because no surgery credit will be given for ROME.</p>	
	<p><b>c.) Epidemiology Annual Report</b></p> <p>The activity has remained the same, where students do their own research. This year were able to provide mid-course feedback to the students through e*value which was helpful and a time saver. Presentations are always done very well by all students, which we attribute to their experience with PCL in the first two years. This year we had one student who received an incomplete for their project because they took an LOA.</p> <p>We did have students use secondary data sets in their research; unless they got an exception for working with a physician that can get them current data quickly. We have noticed that students have started to pair up not only on the same campus but also across campuses.</p> <p>Future goals include trying to expand the number of data sets that students have access to use. We are also working to try to get a couple of the projects published in journals. Students really enjoy this project and opportunity to participate in the Frank Low presentations. Suggestions to expand a project opportunity to medical education, as Dr. Pat Carr has been collecting lots of data over the years. This could also adjust the MedEd elective in the future also.</p>	<p><b>MSC to approve the Epidemiology Annual Report. Bryan Delage / Kamille Sherman // carried.</b></p>

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	<p><b>d.) GQ # 12 &amp; 16 with Dr. Warne</b>                  This is a special meeting with Dr. Don Warne tomorrow since we have been trying to coordinate his presence at CSCS for months.</p>	<p><b>MSC to charge Dr. Susan Zelewski with a small group to bring recommendations back to CSCS. Jon Solberg / Jim Roerig // carried.</b></p>
	<p><b>e.) GQ#10 - OBGYN</b>                  We are doing good or excellent in all categories and students keep reporting that faculty are doing well and are consistent with the clerkship across all campuses. OBGYN has their annual retreat in two months and will be reviewing this data.</p> <p>Note to all departments for retreats in the future, if they could be held by April it will be helpful o, any changes to be submitted to CSCS by April or May and then MCC in May or June for approval for the next academic year.</p>	<p>Informational</p>
	<p><b>f.) Subspecialty 2-Week Electives Template</b>                  Any clinical rotation needs to be with a UND appointed faculty only. We could require an interprofessional experience with another department such as WIC or with a social worker. This idea would be challenging with getting assessments completed. This elective would only be offered to 3<sup>rd</sup> year students. In 2021, they have one 2-week elective and in 2022, there will be two. The interprofessional elective discussion will continue at the February CSCS meeting.</p>	<p><b>MSC to approve only UND appointed faculty can teach 3<sup>rd</sup> year electives. Alex Hron / Jim Roerig // carried.</b></p> <p><b>MSC to approve the career exploration elective as presented. Bryan Delage / Chris Tionson // carried.</b></p> <p>The committee will review the interprofessional elective</p>

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		once edits are completed.
5. Electives	<b>a.) MedEd 9508 Elective</b> Objectives will be linked to the domains. We have added a mini project to the elective.	<b>MSC to approve the MedEd 9508 electives. Bryan Delage / Dev Mannuru // carried.</b>
	<b>b.) Peds 9512 Hematology/Oncology</b> New site because the preceptor moved.	<b>MSC to approve the Peds 9512 Hematology/Oncology electives. Kamille Sherman / Bryan Delage // carried.</b>
	<b>c.) FMED AI – Devils Lake (new section)</b>	<b>MSC to approve the MFED AI – Devils Lake. Jon Solberg / Bryan Delage // carried.</b>
	<b>d.) IM Pulmonary Medicine Elective</b> Some objectives and criteria for grading have been updated so that they are better aligned. The changes will also be applied to the existing section.	<b>MSC to approve the IM Pulmonary Medicine elective. Jon Solberg / Bryan Delage // carried.</b>
	<b>e.) IM Gastroenterology Elective</b> New section but also needed the objectives and criteria for grading to be updated to be better aligned. The changes will also be applied to the existing section.	<b>MSC to approve the IM Gastroenterology elective. Bryan Delage / Kamille Sherman // carried.</b>

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	<p><b>f.) IM 9501 Quality Improvement – Minneapolis (new section)</b>                  There is an affiliation agreement. We had a preceptor move from Fargo to Minneapolis.</p>	<p><b>MSC to approve the IM 9501 Quality Improvement – Minneapolis. Bryan Delage / Michael Booth // carried.</b></p>
6. Reports from Committees	<p><b>a.) MCC</b>                  All CSCS reports were approved and Dr. Carr’s Post Baccalaureate program in theory was approved to move forward. There will be no colloquium in Grand Forks this year and we are still discussing what the activities will look like on each campus. The full academic calendar should be out soon.</p>	Informational
	<p><b>b.) GMEC – Dr. Zelewski</b></p>	Informational
	<p><b>c.) EASRS – Dr. Tinguely</b></p>	No Report
	<p><b>d.) CEMS – Dr. Zelewski</b></p>	No Report
7. Area Updates		Informational
8. Adjournment	Meeting was adjourned at 6:58p.m.	<p><i>The next regular meeting is scheduled for February 11, 2020, at 5:00 pm in E493 Conference Room, Grand Forks.</i></p>