

Clinical Science Curriculum Subcommittee (CSCS) Meeting Minutes  
 Tuesday, November 11, 2018 @ 5:00 pm  
 E493 Conference Room & via telecomm

**In attendance:** Bryan Delage, Pat Carr, Marcia Francis, Dennis Lutz, Jay MacGregor, Devendranath Mannuru, Mitchell Messner, Marlys Peterson, Jodi Rathjen, Jim Roerig, David Schmitz, Kamille Sherman, Steve Tinguely, Chris Tiongson, Susan Zelewski.

**Not in attendance:** Dinesh Bandi, Marc Basson, Mike Booth, Chris DeCock, Joy Dorscher, Mac Dyke, Ted Fogarty, Walter Kemp, Scott Knutson, Jau-Shin Lou, Jay MacGregor, Alicia Norby, Rick Van Eck.

**Minutes submitted by:** Alissa Hancock

**Reviewed by:** Susan Zelewski

**Approved by:** Walter Kemp and Michael Booth

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome	Meeting called to order at 5:02 p.m. by Dr. Susan Zelewski.	Informational
2. Approval of October 9, 2018, minutes		MSC (moved, seconded, carried) to approve October 9, 2018 meeting minutes as written Bryan Delage / Kamille Sherman // all in favor; motion carried.
3. Old Business	<b>a.) Policies and Procedures</b>	No Report
	<b>b.) GQ #12 Update (Zelewski)</b>	No Report
4. New Business	<b>a.) ObGyn Clerkship Report</b> There was about 38% of the class received honors which is higher than what our target percentage is. Some of the faculty are inflating the grades of the students, and this continues to be an issue. The department is willing to keep increasing the requirements to receive honors to have the percentage be closer to our target range.	MSC to apprve the OBGYN report as presented. Bryan Delage / Kamille Sherman // carried.

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	<p>Other departments shared what they do to combat grade inflation. Some have a P-factor which looks at each faculty to see if they tend to inflate grades or undergrade the students and adjust accordingly. Educating faculty on where their grading trends fall is part of the faculty development to help lessen the amount of adjustments that have to be done. When they do adjust a student's grade they also explain to the faculty member why that was done.</p> <p>Every clerkship is different and has different issues that they are working through.</p>	<p>We will continue discussion of 3<sup>rd</sup> year evaluations.</p>
<p> </p>	<p><b>b.) Family Medicine Clerkship Report</b></p> <p>Last year's goal was to re-write the learning objectives and the process has just started and we will report back to CSCS when they are complete.</p> <p>There was one student in rotation 1 that completed 12% of their required clinical encounters by observation. After evaluation of this situation, it was found that the student was not logging correctly.</p> <p>The department's honors grading cutoff stayed the same. They evaluate each faculty member's grades they give. Then adjust accordingly (if needed) by looking at the number of students receiving honors and the number of students for each experience.</p> <p>They are proposing that we evaluate the students on the Minot campus being able to take the NBME exam twice. The reasoning behind this is that with an automatic two exam system, some students score very well on a shelf exam the first time and then neglect that material the rest of the year.</p> <p>One of the concerns that was reported was the length of time required for professor rounds and group topic discussions. The department agreed they were long and will be breaking the students into two groups if there are more than eight students. They would also like to make select FM cases mandatory because those who use those cases to study tend to test better on content exam and students have requested more study materials.</p>	<p>MSC to accept the Family Medicine Report. Dennis Lutz / Jim Roerig // carried.</p> <p>We will continue the discussion of honors grading in January 2019.</p> <p>Review the number of times the NBME exam can be retaken in Minot.</p>

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	<p>Goals for next year are to continue the faculty development with grading, continue to re-write the LO's and add open education resources for students to access.</p>	
	<p><b>c.) ROME Report</b>          We have nine students this year and everyone's grades and NBME scores were equivalent to main campus results. The students also enjoyed the one on one experiences and the relationships they build with the preceptors.</p> <p>Some of the sites do allow for students to participate in ICICLE, where they work with a PharmD student on a case together. They also do service learning with an opportunity to write a newsletter article and we would like to make this mandatory in the future.</p> <p>When answering who is responsible for faculty evaluations and faculty development? The question was misunderstood. However, ROME does have two steering committee meetings a year, and the students are asked to fill out an evaluation on each preceptor at each site that they are at. This can be hard to get honest feedback because the program is small the students are worried that the preceptors will find out what they said and how it might affect their opportunity for them return once they are done with school.</p> <p>The supply and demand of faculty and students fluctuates every year which can make running this program challenging but it is also very rewarding. We are looking at making some changes to create a hybrid version of the program in the future.</p>	<p>MSC to approve with corrections as discussed. Byran Delage / Jim Roerig // carried.</p>
	<p><b>d.) Year 4 Objectives</b>          Year 4 Learning Objectives (LO) 5 is not directly assessed in year 4 for all students at this time and would need to be added to the AIs to do this. The only departments that this might be a challenge for are Radiology and Pathology, which don't typically update a patient's problem list. Dr. Susan Zelewski will contact those department and report back their thoughts about adding these LOs to the AIs.</p>	<p>Informational          Dr. Susan Zelewski will contact Radiology and Pathology to gathering their thoughts on adding year 4 LO 5 to the AIs</p>

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		Revisit at next meeting
	<p><b>e.) 7.2 Objective Mapping</b>                  Dr. Susan Zelewski will be reaching out to everyone to list where standard 7.2 is mapped in your department. Please watch for the request.</p>	Informational
	<p><b>f.) 2<sup>nd</sup> &amp; 3<sup>rd</sup> Years biomedical science project</b>                  BSCS is supporting a pilot program with a PCL case done jointly with 2<sup>nd</sup> and 3<sup>rd</sup> year students where 2<sup>nd</sup> year students will focus on basic science LOs and 3<sup>rd</sup> year students will focus on clinical LOs to teach each other similar to PCL in the first two years. Internal Medicine has agreed to be part of the pilot program. Dinesh Bande and Pat Carr are working out the logistics of how this pilot will work.</p>	Informational
5. Electives	<p><b>a.) MFM Elective, Bismarck</b>                  This is just a new location for this elective. The only change that was done was the LO mapping was completed.</p>	MSC to approve the new site location. Bryan Delage / Jim Roerig // carried.
6. Reports from Committees	<p><b>a.) MCC – Dr. Zelewski</b>                  There was no meeting but an electronic vote was done and they did approve the Hillsboro Rural FM AI, POCUS elective, ER AI Essentia Fargo and Heme/Onc Essentia Elective.</p>	Informational
	<p><b>b.) GMEC – Dr. Zelewski</b>                  No Report.</p>	Informational
	<p><b>c.) EASRS – Dr. Tinguely</b>                  No update.</p>	Informational
	<p><b>d.) CEMS – Dr. Zelewski</b>                  CEMS is working through their timeline but it is really slow progress. They are working on establishing vocabulary and have worked on only one objective.</p>	Informational

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7. Area Updates	We are working on the 3 <sup>rd</sup> and 4 <sup>th</sup> year lottery and we are struggling to find places for all the students for 3 <sup>rd</sup> year.	Campus Deans will continue working with Dr. Dorscher on this.
8. Adjournment	Meeting was adjourned at 6:31 p.m.	<i>The next meeting is scheduled for December 11, 2018, at 5:00 pm in E493 Conference Room, Grand Forks.</i>

APPROVED