

**UND SMHS Educational Accreditation Standards Review Committee (EASRC) Meeting Minutes**  
**Wednesday October 21, 2020 4:30 – 6:00 pm via Zoom**

**Attending:** Steve Tinguely, Sheila Bosh, Pat Carr, Bryon Grove, Mark Koponen, Ken Ruit, Rick Van Eck, Susan Zelewski, Erika Johnson, Bryan Delage

**Absent:** Dinesh Bande, Jane Dunlevy, Jim Porter

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
<b>Call meeting to order</b>	Meeting was called to order by Dr. Stephen Tinguely, Committee Chair.	
<b>Review of Minutes/Follow up Action Report</b>	September 16, 2020 minutes were distributed electronically to EASRC members prior to the meeting and are also available on Blackboard. In follow up Dr. Carr reported that element 7.5 is on the next UMEC agenda.	The committee unanimously approved the minutes.
<b>Action Table</b>	Dr. Zelewski informed the committee that going forward all fellows will have an instructor level of appointment. The goal is for them to get their credentials as faculty instructors prior to the start of fellowships, going forward. Dr. Tinguely requested that element 9.2 be added to the next FASRC agenda. No other updates on this table at this time.	Element added to FASRC agenda
<b>Element 6.2 Required Clinical Experiences</b>	Dr. Zelewski is the content expert for this element. She asked for the committee's assistance with the table and narrative response as it relates to the level of student responsibility. There is a LCME requirement that asks us to * Select the one minimal level of student responsibility that is expected of all students in order to meet requirements of the clerkship. It is noted that the Undergraduate Medical Education Committee (UMEC) has determined the levels of student responsibility as participation and observation. The Clinical Sciences Curriculum Committee (CSCC) has been given the responsibility by UMEC to determine the maximum amount of required clinical experiences in a single rotation where a student's level of responsibility is spent in an observational role. CSCC has directed that no more than 25% of required clinical experiences are to be observational in any single clerkship for an individual student. A lengthy discussion took place on how to construct the table in a way that will meet the LCME expectations. It was concluded that Dr. Ruit and Dr. Basson would best be able to assist Dr. Zelewski in the completion of this element. Dr. Ruit was able to join the meeting late and recommended that Dr. Van Eck's suggestion for using a footnote on the table and using the narrative to explain this in greater detail, be utilized.	

<b>8.1 Curriculum Oversight</b>	Dr. Tinguely addressed the question that Dr. Basson notated on his review of the draft submission for DCI 8.1. The question was whether Dr. Basson 's position should be added as a member on MSAPC as a non-voting advisory member. Dr. Carr stated this has been addressed.	
<b>9.5 Narrative Assessment</b>	Dr. Zewlewski is the content expert for this element. The DCI narrative asks us to “summarize the policy/guideline describing the circumstances in which narrative descriptions of performance will be provided”. Dr. Zelewski noted that there isn’t currently a policy in place. She reached out to Dr. Basson via email and he recommended that a policy be written. Dr. Zelewski commented that students receive both formative and summative written narrative feedback in every clinical course regardless of length. The pre-clinical students receive PCL, TBL and IPHC written narrative feedback. Dr. Van Eck & Dr. Zelewski suggested that the circumstances in which narrative descriptions of performance will be provided be explained using a narrative assessment guideline. This guideline would eventually be presented to UMEC. Further discussion will take place at the White Paper Meeting on October 28.	
<b>Announcements/Next Meeting</b>	Next meeting November 18, 2020	

Submitted by Sheila Bosh, Accreditation Manager

Approved by Dr. Stephen Tinguely, EASRC Chair