

Education Accreditation Standards Review Subcommittee (EASRS) Meeting Minutes
SMHS

Wednesday, April 17, 2019 – 4:30 pm in room E493 and via phone/video

In attendance: Pat Carr, Joy Dorscher, Bryon Grove, Erika Johnson, Mark Koponen, Steve Tinguely, Ken Ruit, and Susan Zelewski.

Not in attendance: Dinesh Bande, Bryan Delage and Rick Van Eck.

Minutes Submitted by: Alissa Hancock

MSC = motion made, seconded, carried

Minutes Reviewed by: Steve Tinguely

Minutes Approved by: Bryan Grove and Ken Ruit

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order (Tinguely)	Dr. Tinguely called the meeting to order at 3:36 p.m. via WebEx in room E493.	Informational
2. Review and approve meeting minutes March 2019	<p>a. March meeting minutes</p> <p>b. Action Table Review and Updates We will defer the review to next month.</p>	MSC – approve March minutes. Bryon Grove / Mark Koponen // carried.
3. Old Business		
4. New Business	<p>a. Standard 8 Review (Tinguely)</p> <p>The Standard 8 Report was reviewed at today’s meeting for final edits by the Committee prior to submission to MCC.</p> <p>Elements 8.1, 8.3 and 8.7 are the three elements that often lead to citations for many medical schools. Elements 8.1 and 8.3 posed challenges for us at our last survey visit and therefore deserve close attention.</p> <p>8.1 –It is concluded that our program does quite well in reviewing the curriculum horizontally but has opportunities to improve its vertical review of the entire curriculum.</p> <p>Action Plans:</p> <ol style="list-style-type: none"> 1. EASRS finds that Element 8.1 could be further strengthened by including review of outcomes for 4th year electives/AIs. 2. MCC will need to deliberately plan for vertical integration of the four-year curriculum as it undergoes curriculum redesign. 	The edited Standard 8 Report will be sent to MCC.

	<p>8.2 – The listed strengths in the Report are accurate. It was noted that we need to remove clerkship from the curriculum management decisions in the weakness section.</p> <p>Action Plans:</p> <ol style="list-style-type: none"> 1. This element will continue to be monitored by this committee in order to verify that the medical program’s Domains and Competencies (program objectives) leads to the development and implementation of specific learning objectives and measurable outcomes which can then be effectively linked to required courses and clerkships learning objectives. 2. EASRS will request a report from CEMS at the end of 2019 with an update on the status of the use of program objectives in curriculum management. <p>8.3 – The conclusions of the analysis of this Element are described accurately and is connected back to element 8.1.</p> <p>Action Plan:</p> <p>EASRS will monitor the effectiveness of CEMS efforts to collaborate with BSCS and CSCS in order to produce an annual report of the status of the curriculum as a whole and the ability of MCC to make corresponding curriculum improvements.</p> <p>8.4 – The conclusions of the analysis of this Element are described accurately. A correction is made in the naming of the Center of Rural Health.</p> <p>Action Plan:</p>	
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	<p>It is recommended that data from the Center for Rural Health be gathered in order to determine licensure rates of graduates, practice types of graduates and practice locations of graduates.</p> <p>8.5 – This element connects to Element 4.5.</p> <p>Action Plan: The committee recommends that MCC along with course and clerkship leaders utilize student evaluation data of courses, clerkships and teachers when considering faculty development opportunities.</p> <p>8.6 –No weaknesses were identified and comments were made re how well CSCS has done in making improvements related to this Element since our last survey visit and the continued improvements since the last review of this Element by EASRS.</p> <p>8.7 – The strengths listed in the report are accurate. The weakness on communication can be removed. CSCS is satisfied with communication across all campuses. There may be an opportunity for some clerkship directors to improve communication with the site directors in the ROME and MILE programs. There are a variety of methods used by various clerkships to communicate across campuses effectively and it will be incumbent upon us to be able to explain that to the LCME in our final DCI submission.</p> <p>Action Plans:</p> <ol style="list-style-type: none"> 1. The final DCI report will be written with clear explanations of the various but effective process used by departments and clerkship leaders to communicate with its faculty and to evaluate students, faculty and education across sites and campuses. 2. Survey data from Campus clerkship site directors may be valuable in confirming effective communications by departments and clerkship directors. 	
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	<p>8.8 –It is noted that the Clerkship Duty Hours Policy was recently updated. In the rare instance in which violations occur they are addressed immediately by the department or clerkship director. Wording updates were made.</p> <p>Action Plan: EASRS recommends that CSCS determine a regular scheduled review of the duty hours policy.</p> <p>The Standard 8 Report will be updated with the above changes and forwarded to MCC.</p> <p>Below are assignments for the next two meetings. Dr. Tinguely will send previous DCI responses for the Elements of Standard compiled during our last review and analysis of that standard. There will be no meeting in July.</p>	
<p>5. Other Business</p>		
	<p><u>Future Meeting Assignments:</u></p> <p>May 15, 2019</p> <ul style="list-style-type: none"> • Element 9.1 Zelewski • Element 9.2 Ruit • Element 9.3 Delage • Element 9.4 Carr • Element 9.5 Bande <p>June 19, 2019</p> <ul style="list-style-type: none"> • Element 9.6 Van Eck • Element 9.7 Koponen • Element 9.8 Tinguely • Element 9.9 Grove 	<p>Informational</p>
<p>6. Adjournment/Next EASRS Meeting</p>	<p>Dr. Tinguely adjourned the meeting at 5:43 pm.</p>	<p>Next meeting is Wednesday, April 17, 2019 in Room E493.</p>

