

Education Accreditation Standards Review Subcommittee (EASRS) Meeting Minutes  
SMHS

Wednesday, June 19, 2019 – 4:30 pm in room E493 and via WebEx

**In attendance:** Pat Carr, Bryan Delage, Joy Dorscher, Bryon Grove, Mark Koponen, Steve Tinguely, Ken Ruit, Rick Van Eck and Susan Zelewski.

**Not in attendance:** Dinesh Bande and Erika Johnson.

**Minutes Submitted by:** Alissa Hancock

MSC = motion made, seconded, carried

**Minutes Reviewed by:** Steve Tinguely

**Minutes Approved by:** Bryon Grove and Mark Koponen

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
<b>1. Welcome/call to order (Tinguely)</b>	Dr. Tinguely called the meeting to order at 4:35 p.m. via WebEx in room E493.	Informational
<b>2. Review and approve meeting minutes May 2019</b>	<p><b>a. May meeting minutes</b></p> <p><b>b. Action Table Review and Updates</b> Element 8.4 – Dr. Carr has shared the data he was to get from Rural Health. So this action item is completed. Discussion followed regarding how this considerable additional graduate data could be used to improve the medical education program. It is believed that this question has been removed from the most currently 8.4 DCI tables and therefore may not actually have much relevance.</p> <p>Element 9.4 narrative section b. has been updated and the AI table item related to this is now marked as completed.</p>	<b>MSC approve May minutes. Mark Koponen / Rick Van Eck // carried.</b>
<b>3. Old Business</b>		
<b>4. New Business</b>	<p><b>a. Element 9.6 (Van Eck)</b> Dr. Van Eck concludes that not many changes are needed from the last review of this Element. He added new information related to the work of CEMS pertaining to standardizing program and course objectives. Dr. Van Eck explained the process of how objectives are initially created by a group of experts, and then edited by CEMS prior to receiving final approval by MCC. The committee requested clarification in wording of the process.</p>	<b>ACTION ITEM:</b> Dr. Van Eck will update the narrative for the next meeting.
	<p><b>b. Element 9.7 (Koponen)</b> The 2020-21 version of the DCI was used for the review of this Element and the tables require future data and therefore are left incomplete. Previous year's GQ data and recent end of clerkship student data indicate improvement in students receiving formative assessment and feedback and demonstrate that we are exceeding national comparisons.</p>	<b>ACTION ITEM:</b> DR. Koponen will update the document.

	<p>Minor wording changes and clarifications were suggested by the committee, such as, the narrative response at the end of the report needs to be updated with “Director of 3<sup>rd</sup> and 4<sup>th</sup> year” instead of listing Dr. Zelewski. The 2<sup>nd</sup> question response should note that students receive daily and in person feedback during the 2-week neurology clerkship and year four required surgery course. Finally, it was pointed out that students during the third year Epidemiology course now receive mid-course feedback.</p>	
	<p><b>c. Element 9.8 (Tinguely)</b></p>	<p>Tabled</p>
	<p><b>d. Element 9.9 (Grove)</b></p> <p>Section a. - The first paragraph states that we have a single core curriculum with a variety of departments that oversee the curriculum. There is no document that outlines how MSAPC should enforce and monitors promotion, advancement and graduation is available. Currently, the advancement happens automatically unless there is something reported to MSAPC stating otherwise.</p> <p>Section d. - The URL and added some additional policies that now come into play after some discussion with the new questions. Should note that department chairs and/or education director provide grades for the required AI’s.</p> <p>In section b, we need to update the language to include promotion from year-to-year instead of block-to-block and clerkship-to-clerkship by MSAPC. Currently promotion is based solely on demonstration of knowledge acquisition. Dr. Dorscher proposes that professional attitudes and behaviors should also be considered in promotion and eventually that should be responsibility of MSAPC. Dr. Dorscher will talk with Dr. Porter, MSAPC chair, about this procedure, with the help of Dr. Carr.</p> <p>It was recommended that the new academic policy be posted by July for the upcoming year.</p> <p>After some discussion, it was decided that a student “appeal” is actually a “grievance” and the committee recommends adding the school wide grievance policy to the new academic appeal and dismissal policy.</p>	<p><b>ACTION ITEM:</b> Dr. Grove will update the report based on the discussion and bring to the next meeting for review.</p> <p>Drs. Dorscher and Carr will meet with Chair of MSAPC (Dr. Porter) to discuss recommendations regarding proposed procedures for promotions.</p>

	The committee recommends that as a practical first step for MSAPC to take on the responsibility of determining student promotion that a procedure for using student grades be formalized.	
<b>5. Other Business</b>		
	<b><u>Future Meeting Assignments:</u></b> August 21, 2019	Informational
<b>6. Adjournment/Next EASRS Meeting</b>	Dr. Tinguely adjourned the meeting at 6:01 pm.	Next meeting is Wednesday, August 21, 2019 in Room E493.