

Education Accreditation Standards Review Subcommittee (EASRS) Meeting Minutes
SMHS

Wednesday, September 18, 2019 – 4:30 pm in room E493 and via WebEx

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

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

Minutes Submitted by: Alissa Hancock

MSC = motion made, seconded, carried

Minutes Reviewed by: Steve Tinguely

Minutes Approved by: Bryon Grove and Patrick Carr

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order (Tinguely)	Dr. Tinguely called the meeting to order at 4:32 p.m. via WebEx in room E493.	Informational
2. Review and approve meeting minutes August 2019	<p>a. August meeting minutes</p> <p>b. Action Table Review and Updates</p> <p>8.8 CSCS has started to review all educational policies related to CSCS annually, and this item is completed.</p> <p>9.9 For the next year there is a plan for a policy to be developed to outline the promotion procedures that MSAPC will be following for this year and the changes that will take place as the curriculum revision is implemented.</p> <p>6.1 Dr. Kim Becker will be dispersing program objectives along with other policies and competencies during their orientation. There was a question that came up regarding residents as teacher’s transitional year and for Family Medicine was wondering if there is a threshold of contact hours before an evaluation is assigned? The concern is evaluations becoming burdensome for students. After some discussion the committee concluded evaluations of residents as instructors should be an option for all student. It is recommended that there be an option on the future evaluation form to allow students to select that there was insufficient contact for the student to properly evaluate the teaching skills of the resident instructor. These recommendations will be forwarded to CSCS for discussion.</p>	MSC approve June minutes. Patrick Carr / Bryon Grove // carried.
3. Old Business		

<p>4. New Business</p>	<p>a. Element 6.4 (Delage) Surveys have been sent out the departments to determine whether the information in the element is still accurate. At the time of the meeting, information received confirms that the Family Medicine, Psychiatry and Pediatrics data have not changed from the last review. It is anticipated that the curriculum revision may result in changes related to this Element. This may be especially pertinent to the pediatrics clerkship which is changing to a 6-week rotation. This is also reviewed annually by CSCS and MCC. Dr. Delage will send to Committee member an updated report once all departments respond.</p>	<p>Informational</p>
	<p>b. Element 6.5 (Bande) There have not been major changes from last year’s review of this Element. In the table 6.5-1 the 4th year total number of elective weeks have increased because the 4th year 4-week required surgery course has been deleted and which allows an additional 4 weeks of electives for a total of 28 weeks.</p> <p>Policy 4.7 is also mentioned as it addresses limitation of specialty electives choices and that this will need revision when the revised curriculum is underway. It is also noted the recent policy update needs to be posted to the website.</p>	<p>Informational</p>
	<p>c. Standard 9 (Tinguely) Elements 9.1, 9.8 & 9.9 we have marked for continuous improvement because we are high risk in those areas.</p> <p>9.1 We found that in the past non-faculty instructors were not always aware of the learning objectives. To solve this we will be adding this information along with the other orientation information for them by Dr. Kim Becker. This will be reviewed annually with CSCS in Dr. Becker’s annual report.</p> <p>9.2 In the past contracts have been extended (although infrequently) to community physicians that do not have official faculty appointments. Drs. Ken Ruit and Marc Basson are working on addressing this issue and will be reporting back to us in November 2019.</p>	<p>Action Item: Dr. Steve Tinguely will review the minutes and update Dr. Susan Zelewski on what policy she was to be developing.</p>

	<p>9.3 Based on the student surveys we have determined that students are appropriately supervised and responsibilities delegated to them are appropriate. CSCS has defined and monitors these levels with two additional questions being added to the student surveys. If a student should report inappropriate supervision or responsibilities, Dr. Zelewski personally reaching out the student and rectifies the problem with the student and the department.</p> <p>9.4 Assessment in the clinical years is hard to adjust for the variations in preceptors grading. Family Medicine has implemented a P-factor based on collecting data on preceptors grading history and they do intentional faculty development to help try to ensure grading is equal across campuses. Ways to improve preceptor evaluation meaningfulness will continue to be studied.</p> <p>9.5 Students do receive verbal and written feedback throughout their education in PCL and clerkships. The IPHC course is required for the medical students and they currently do not receive feedback in this course because the instructors are from a variety of departments. It is problematic to require those faculty members to give feedback to the couple of medical students they have in their IPHC group. However, Dr. Pat Carr will bring up the idea that all students in IPHC receive feedback at their next IPHC meeting for discussion.</p> <p>The clinical feedback has greatly improved since we have emphasized that they are used to create the students Dean’s letters for residencies. Despite prompting choices to improve meaningfulness of the evaluator narrative, this did not always prove to increase length or quality of the iSprial narratives in the years 1 and 2.</p> <p>9.6 No weaknesses were identified.</p>	
<p>5. Other Business</p>		

	Future Meeting Assignments: 1. Standard 9 Report completion. Tinguely	Informational
6. Adjournment/Next EASRS Meeting	Dr. Tinguely adjourned the meeting at 5:51 pm.	Next meeting is Wednesday, October 16, 2019 in Room E493.