

Medical Curriculum Committee Meeting Minutes
SMHS

Wednesday, March 13, 2017- 4:30 PM, Room E493, via telecomm, and video

In attendance: Dinesh Bande, Marc Basson, James Beal, Pat Carr, Chen Xuesong, Joy Dorscher, Jonathan Geiger, Dawn Hackman, Mark Koponen, Jim Roerig, Thad Rosenberger, Ken Ruit, David Schmitz, John Shabb, Steve Tinguely, Rick Van Eck, Susan Zelewski

Minutes Submitted by: Alissa Hancock

Minutes Reviewed by:

Minutes Approved by:

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	Dr. Van Eck called the meeting to order at 4:37pm in room E493 on the Northeast Campus.	Informational
3. New Business	a. Pediatrics Clerkship Report	MSC – to approve the Pediatrics Clerkship Report. Rosenberger/Geiger, all in favor; carried.
	b. IM Clerkship Report	MSC – to approve the Internal Medicine Clerkship Report. Geiger/Rosenberger, all in favor; carried.
	c. Epidemiology Clerkship Report It was determined that this report was approved at the January 24 th meeting. Some reports were ready early and approved earlier than their scheduled MCC agenda planning, which is done in advance at the beginning of the year. During planned absence of administrative staff, minutes and agendas were completed by a rotating group of individuals. With the advent of a new hire for this position, we are in the process of re-organizing and getting agendas revised. Administrative support will revisit prior minutes and agendas and address as needed for this report.	
4. Standing Agenda Items	b. Big MCC Discussion Question a. EASRS 8.3 Action Item Discussion* i. These are action items referred to MCC for decision-making; MCC agreed to discuss	<u>Action Items:</u> Dr. Van Eck will work on the following changes

	<p>After discussion of trying to find what point, we were to discuss, in the document and finding other errors. Dr. Van Eck will be accepting those change suggestions and work on the action items for the next meeting. In addition, each section that needs discussion will have its own document. The rest of the discussion was tabled.</p> <ol style="list-style-type: none"> 1. Individual and Groups Who Receive Evaluation Results <ol style="list-style-type: none"> a. 8.3_b.2a 2. Review of the Curriculum as a Whole <ol style="list-style-type: none"> a. 8.3_b.4 3. Examples of how monitoring of curriculum content has been used to identify unwanted redundancies <ol style="list-style-type: none"> a. 8.3_c 	<p>on the report and format for an easier reading and understand of the actions needed.</p> <ol style="list-style-type: none"> 1. Add CEMS info to 8.3 report. 2. Clean up comments 3. Remove names
<p>5. Old Business</p>	<p>None</p>	
<p>6. Other Business</p>	<p>1. Curriculum Retreat date is officially set for June 1, 2018, please share with faculty members. The planning stage has just started today, and curriculum renewal will be a focus. The question was raised: “What is a timely follow-up of results of data be from any results we get from this year’s retreat? What do we want to get out of this year’s retreat?” Dr. Van Eck indicated that the group is currently discussing this and that several current issues will inform this (e.g., CEMS, curriculum renewal project). The results will go to MCC and CEMS. Current overall analysis of curriculum gaps based on new domains and competencies is in draft stage and will be coming to MCC.</p> <p>CEMS is working on the timeline and tasks that MCC tasked them with. Dr. Salentiny is the chair. Current focus is on determining what questions we need to answer in order to make decisions about the curriculum? The CEMS brought in recognized (by AAMC) experts on curriculum management to conduct an workshop on process and product outcomes for the CEMS. This information is now being used to determine how the CEMS will support and inform the MCC in its role of curriculum evaluation and management. Current projects include terminology and vocabulary curation and best practices for objectives and performance analysis. CEMS would also like to switch out the Northeast Campus Dean administrative support member for the senior statistician as a member, since no other campus support member is on the committee, her expertise is replicated by other members, and the statistician will play a regular role in curriculum evaluation. MCC was ok with these changes.</p> <p>The 7.5 & 7.6 task force on Cultural Competence and Health Care Disparities is just about done with their initial task and will being reporting to the MCC in the near future. This will include some recommendations for filling</p>	<p>Informational</p> <p>Put the 2017 annual retreat gap analysis report for discussion.</p> <p>Put the Mission report on a future agenda.</p>

	<p>gaps or opportunities in these areas as well as a snapshot of existing practices as evidenced by the Tool for Assessing Cultural Competence (TACCT).</p> <p>Curriculum Renewal update – There are three sub-groups that are well populated with more interested in participating. Each group is working through their specific areas by pulling in constituents to evaluate and prioritize potential curriculum emphases. Those three groups will also come back together and then present to the MCC.</p> <p>Analysis of the results from last year’s retreat domain feedback is done in rough form. New domains 7 & 8 represent the largest areas of potential need as they did not have anything associated with them in the prior goals. This report will also be coming back to MCC at the next meeting.</p> <p>Dr. Basson provided an update on a report he received about how we are fulfilling our mission as school. Still working on understanding the report and thinks the group should look at it and will be added to an agenda in April.</p>	
<p>7. Next MCC Meeting</p>	<p>Next Regular Meeting – March 28, 2018 – 4:30 PM, Room E493 & Video Fargo Next Clerkship Report Review meeting – April 11, 2018 – 4:30 PM, Room E493 & Video Fargo</p>	<p>Informational</p>
<p>8. Adjournment</p>	<p>Meeting was adjourned at 5:27 pm</p>	<p>Informational</p>