

Medical Curriculum Committee Meeting Minutes

SMHS

Wednesday, March 25, 2020 - 4:30 PM, via Zoom

In attendance: Marc Basson, Dinesh Bande, Jim Beal, Michael Booth, Pat Carr, Megan Denis, Jane Dunlevy, Minnie Faith, Donald Hamm, Mark Koponen, Saobo Lei, Kristen McCullough, Heidi Philpot, Jim Porter, Jim Roerig, Thad Rosenberger, Ken Ruit, Adrienne Salentiny, David Schmitz, John Shabb, Chernet Tessema, Steve Tinguely, Chris Tiongson, Rick Van Eck, Don Warne, Susan Zelewski.

Minutes Submitted by: Alissa Hancock

Minutes Reviewed by: Mark Koponen

Minutes Approved by: Donald Warne and Thad Rosenberger

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	Chair Dr. Mark Koponen called the meeting to order at 4:35 pm via Zoom.	Informational
2. Consent Agenda	CSCS 2.11.2020 Minutes, ROME & Psychiatry Annual Reports, CT Surg AI, FMED 9225 AI, Surg Ortho AI, Surg 9213 sections, BSCS 2.18.20 Minutes, EASRS February Minutes, CEMS 1.27.2020 & 2.10.2020 Minutes, MCC 3.4.2020 Minutes	MSC to approve the consent agenda. Thad Rosenberg / Saobo Lei // carried.
3. New Business	<p>a. COVID-19 Responses for Advancing and Graduating Students</p> <p>The request is to approve the changes that were needed to be made quickly regarding the 3rd and 4th year students in the past week due to COVID-19. We have moved the current rotations online and has gone very smoothly due to the creative and hard work of our faculty and staff. Based on guidance from AAMC and LCME and discussions with the hospitals, it did not seem prudent to have students in the clinic at this time. Clerkships are utilizing alternative methods for required clinical experiences that have not yet been completed and are delivering curricular content online to finish their current rotations and then administer their shelf exam. Course directors believe that learning objectives are all being met in this hybrid fashion and students will receive a grade.</p> <p>In preparations for the near future and anticipating not being able to return the building for the rest of the academic year: We will plan for year 1 & 2 students to finish this academic year online. We also have to plan for how we will get the current 3rd year students to advance to their 4th year and how we can get the 4th year students to finish their last rotation to graduate on time. LCME will not allow us to give clinical experience credit that is fully virtual. However, LCME will allow us to give credit for a hybrid</p>	<p>MSC to retroactively approve the changes needed to remove students from the clinical experiences for their safety and allow them to complete their current rotation. Thad Rosenberger / Pat Carr // carried.</p> <p>MSC to allow 3rd and 4th year students to take more electives in a single discipline than what is currently allowed to allow them to graduate</p>

	<p>for the next rotation. So, one option for 3rd year students would be able to take 4-weeks of online curriculum (assuming course directors believe that they can adequately deliver curriculum in this fashion to meet learning objectives), and then to receive an incomplete. Then when students are able to get back to the clinic they will finish with a 4-week clinical experience and take the shelf exam at that time to receive a grade. For psychiatry, this will amount to a 4-week virtual experience that will be followed when possible with a 2 week in person experience. Neurology will not offer a virtual half clerkship because it's only two weeks in the current curriculum as it is. However, if students do not wish to take this option or if a given department does not feel able to offer adequate curriculum online, students would also be able to choose from a selection of virtual electives that would be 4 weeks long. These electives would be pass/fail. It is suggested that we not bind the students to the department that they were signed up for. We would then also need to waive the limit of electives students are currently allowed to take in a single discipline, and have these not count towards that limit. In addition, we will need to waive the requirement that all 3rd year students must finish all clerkship rotations before advancing to year 4, but would require that they would have to complete their remaining clerkship before they can graduate. For 4th year students, the virtual electives would also be available to them, so they can graduate on time after accruing credit for their final rotation virtually. These electives are still being created and we will share them once they are completed.</p> <p>For the current year 2 students, we will have to waive the deadline to complete the STEP 1 exam before advancing into 3rd year, because we do not know when they will be able to take their exam at this time. Also, the CBSE exam as the gateway exam possibly cannot happen because it is not being offered at this time. We are waiting to hear if this will change. We have 70% of the class has passed one of these exams but we still have 30% of the class who has not and we will have to reconsider this requirement if this becomes impossible for our students. NBME does not have a way to proctor an exam virtually beyond the shelf exams.</p> <p>In addition, Dr. Jon Allen cannot find ways to provide all of his curriculum/assessments online, so we will have to push some of this into their 3rd year somehow.</p> <p>There is one 4th year student that has an acting internship to complete before graduating. It was decided that the campus dean should work with the student to assess if it is possible to determine whether previous evaluations by previous preceptors and/or virtual precepting can demonstrate that this student has mastered the EPA's to the desired level to graduate. Be prepared that if this does not work we might request that we waive this experience for this one student so they can graduate on time.</p>	<p>on time. Don Warne / Jane Dunlevy // carried.</p> <p>MSC that in the current CVOID situation that we promote years 1 & 2 without having to complete their hands on training, to be completed in the next academic year and to continue with the virtual curriculum. Thad Rosenberger / Jane Dunlevy // carried.</p> <p>MSC to all the Campus Dean of the one 4th year student who needs an away rotation. To assess their if the EPA's needed can be completed by the virtual electives and other methods are available to complete the EPA's to graduate on time. Jane Dunlevy / Thad Rosenberger // carried.</p> <p>MSC to approve the aggregate of the discussion:</p> <ul style="list-style-type: none"> • Virtual electives for 3 & 4 years or Divide the
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Question was posed what the challenge might be if students request a LOA. These request would have to go before MSAPC. More importantly, students would only be admitted back after the LOA if there is space for them as is our standard policy for leaves of absence. Dr. Porter can grant a 30-day leave but they will have to make that up at some point. MSAPC's next meeting is April 28th and they can discuss this possibility of this happening.

We are waiting for CS scores for some students and we are hoping everyone passed.

To summarize:

- Virtual electives for 3 & 4 years will be made available.
- In addition, some required clerkships will be divided into 4 weeks online and 4 subsequent weeks in clinic in their 4th year.
- Virtual classes for 1 & 2 years
- Waiving of limits on the # of electives in a given discipline for the purpose of allowing students to take these virtual electives
- Waive requirement for all required clerkships to be completed before advancing to 4th year
- 3rd years will need to complete their final required clerkship before they graduate
- Campus Dean to work with one 4th year student on AI requirements to demonstrate EPA competence
- Waive completion of STEP 1 exam before starting year 3
- Simulation curriculum and assessments might need to be pushed into year 3 some how
- Waiting on pending CS exam scores; hoping everyone passed

MILE & ROME programs are longitudinal clerkships. The MILE students have completed a lot of in person time and most have already completed their clinical experiences for this academic year. The MILE governing board will review MILE student performance individually but there seems to be confidence that all of the MILE students have already performed sufficient in person activity to have met all requirements. MILE will in such cases continue to deliver content online for the remainder of the rotation and grades will be assigned in normal fashion. ROME students switch from a rural site to a home campus site half way through. For ROME students who have not yet completed their required clinical work on the home campus, there is some concern that some students may not have completed the required clinical experiences with all departments. So the ROME steering committee will talk with each chair to verify that each student has met all their requirements. If they have not, then the department chair will work with student to get them those experiences through virtual options available

clerkship into 4 weeks online and 4 weeks in clinic in their 4th year.

- **Virtual classes for 1 & 2 years**
 - **Waiving of electives limits**
 - **Waive requirement for all clerkships to be completed before advancing to 4th year**
 - **3rd years will need to complete final rotation before they graduate**
 - **Campus Dean to work with one 4th year student on away elective requirement**
 - **Waive completion of STEP 1 exam before starting year 3**
 - **Simulation curriculum and assessments might need to be pushed into year 3 some how**
 - **Waiting on CAS exam scores to, hoping everyone passed**
- Jane Dunlevy / Thad Rosenberger // carried.**

MSC to approve the continuation of the MILE and ROME programs

	<p>or to allow them to move on knowing that they have to fulfill those experiences at a later time before they graduate.</p> <p>ACTION ITEM: ROME steering committee will evaluate their student’s completion of requirements with the department chairs and to work with the students to receive all clinical experiences for this academic year before they graduate.</p>	<p>online curriculum for the remainder of the academic year as needed. Jane Dunlevy / Thad Rosenberger // carried.</p>
	<p>b. Diversity Learning Objectives for Clerkships</p>	<p>Tabled</p>
	<p>c. UMEC Governance with Dean Wynne’s recommendation</p>	
	<p>d. Policies and Procedures Subcommittee</p>	<p>Tabled</p>
	<p>e. Policies</p> <ul style="list-style-type: none"> i. Conflict of Interest Policy from BSCS ii. 2 Strike Policies from BSCS <p>In short we are recommending the removal of the dismissal policy and rely on MSPAC to make those decisions and to give them more authority to do so during the transition into the revised curriculum.</p> <p>The recommendation is that if a student fails two units they will be placed on probation and a student were to get suspended they would be allowed to restart the following academic year provided there is a spot for them.</p>	<p>Discussion will continue at the next meeting.</p>
<p>4. Old Business</p>	<p>a. Curriculum Renewal Update (Carr/Dunlevy)</p>	<p>Tabled</p>
<p>5. Standing Agenda Items</p>	<p>a. Review of action item table</p>	<p>Tabled</p>

6. Other Business		
7. Next MCC Meeting	Next Clerkship Report Review meeting – April 8, 2020, 2019 – 4:30 PM, Zoom Next Regular Meeting – April 29, 2020 – 4:30 PM, Zoom	Informational
8. Adjournment	Meeting was adjourned at 6:07 pm	Informational