

Medical Curriculum Committee Meeting Minutes
SMHS

Wednesday, March 28, 2018 - 4:30 PM, Room E226, via telecomm, and video

In attendance: Marc Basson, Jim Beal, Pat Carr, Joy Dorscher, Alissa Hancock, Scott Knutson, Mark Koponen, Heidi Philpot, Jim Roering, Ken Ruit, John Shabb, Chernet Tessema, Rick Van Eck, Chen Xuesong, Susan Zelewski.

Minutes Submitted by: Alissa Hancock

Minutes Reviewed by: Rick Van Eck

Minutes Approved by:

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	Dr. Van Eck called the meeting to order at 4:33 pm in room E226 on the Northeast Campus.	Informational
2. Consent Agenda	<p>a. Approval of Meeting Minutes 2/7/18, 2/28/18 and 3/14/18, CEMS 3/12/18 report, CSCS 2/13/18 report, BSCS 2/6/18 & 2/20/18 reports, EASRS 2/21/18 report.</p> <ul style="list-style-type: none"> - Noted that the CEMS report also includes a reminder that its membership was modified as proposed and agreed to by MCC at a prior meeting. <p>-All consent items were approved.</p>	MSC to approve all consent agenda items. Beal/Koponen// all in favor; carried unanimously.
3. Old Business	<p>a. Sub-groups for Curriculum Renewal Process</p> <p>Dr. Carr meet with one other person from the group who could make the first meeting and is hoping for a better turnout next week. He has been inundated with students who want to be involved in the curriculum renewal discussion and will send out that list to the group leaders with names.</p> <p>Dr. Van Eck and Dr. Salentiny have a preliminary draft of how the new domains and competencies align with the previous SMHS goals and objectives. They are looking to bring the document to the next meeting. The big take away's that there is significant overlap between the old curriculum and the first six domains in the new domains and competencies. Two of the domains (7 and 8) did not exist in the old document and will therefore require some work to match the level of the other domains. However, there are significant curriculum activities and efforts ongoing in these domains, so much of the work will lie in articulating those, refining and creating objectives, and determining assessment metrics for these activities.</p>	Informational

<p>4. New Business</p>	<p>b. Medical Student Academic Assistance Proposal White Paper (Carr)</p> <p>This proposal was agreed to by BSCS and forwarded to the MCC. The goal of this proposal is to have a more structured way to assist students who may be in academic difficulty. We currently do this for those who have an MSAPC hearing but there is currently no other way to provide assistance without an MSAPC hearing which would go on the student record. In addition, students currently only go before MSAPC if they have actually failed. This proposal would allow those students who are having difficulty passing multiple blocks to receive some assistance without going before MSAPC and it going on their record. Dr. Carr would like authority to develop an assistance plan with individual students and then write a letter outlining the plan is for the student and send to MCC and MSAPC for their approval. However, a student who continues to have to re-examine every block would go have to go before MSAPC for additional actions. The plan that Dr. Carr would work on with the student would also include other areas beyond just academics.</p> <p>Some ideas to include in plans could include requiring attending some electives that are optional for students to give them more structure. However, this requirement could change depending n</p> <ul style="list-style-type: none"> - Motion: Joy will talk with the chair of MSAPC and policy committee to develop a bylaw to encompass all the various areas for a student. - - Thinks they will concur with this paper. Also to keep in mind that this should be broad enough to include other areas beyond just academics. <p>The rules or mandated ways of aiding the students can vary with and we will have to see what the MSAPC and Policy and Bylaw committees decide. There are many variables to think through.</p>	<p>Motion to approve the white paper presented and to charge Dr. Dorscher Joy to talk with the chair of MSAPC and Policy Committee to develop a policy/bylaw to encompass all areas to include other areas beyond just academics. Koponen / Beal// carried.</p>
	<p>c. Mission Management Discussion</p>	<p>Informational</p>
<p>4. Standing Agenda Items</p>	<p>a. Review of action item table (R. Van Eck)</p> <p>It was determined that the table is up-to-date at this time but Dr. Van Eck and Alissa will be looking to thru the minutes to make sure nothing has fallen thru the cracks with all the transitions this year.</p> <p>Dr. Van Eck suggested that the item relating to a 3 year curriculum has been subsumed by the curriculum renewal process, also listed as an action time, and that it could thus be marked as completed.</p>	<p>Informational</p>

	<p>d. Big MCC Discussion Question (R. Van Eck)</p> <p>e. EASRS 8.3 Action Item Discussion (R Van Eck) This document will not be complete until Dr. Van Eck integrates the information from CEMS.</p> <p><u>8.3.a.1</u> It was agreed that the description was confusing, as it outlines what is not done this the description. Need to update the title the Senior Associated Dean for Medicine and Research throughout the document to be consistent. Will now say “serves as a non-voting member of the MCC in an advisory role” instead of what they do not do.</p> <p><u>8.3.a.2</u> Discussion on comments and suggestions in this section. These answers are to respond to the DCI questions. Thad Rosenberger’s concern for this section was discussed and the section was shortened to the first two sentences of the section.</p> <p>The section for the Assistant Dean for Medical Curriculum was approved as written.</p> <p><u>8.3.a.3</u> Responding to courses and clerkships. Currently, Dr. Carr can look at how facilitators are performing relative to others by evaluations or by faculty request. It was suggested that the current practice is to manage by exception, which may not be sufficient in the long term. What is written in this section is accurate, but it was suggested that we need a different process to evaluate the faculty school wide.</p>	<p>Action Item: Dr. Van Eck will make changes as we go and update the document after the meeting.</p> <p>Motion: The SADMR and MAD roles are sufficient and the system being described in this document. Zelewski /Van Eck // carried.</p> <p>Action Item: Dr. Carr will bring suggestions on how to improve the evaluations of faculty, to start the discussion for the next meeting.</p>
5. Old Business	Curriculum Review Groups Update	
6. Other Business	None	
7. Next MCC Meeting	Next Clerkship Report Review meeting – April 11, 2018 – 4:30 PM, Room E493 & Video Fargo Next Regular Meeting – April 25, 2018 – 4:30 PM, Room E226 & Video Fargo	Informational
. Adjournment	Meeting was adjourned at 6:11 pm	Informational