

Medical Curriculum Committee Meeting Minutes
SMHS
Wednesday, April 8, 2020 - 4:30 PM, via Zoom

In attendance: Marc Basson, Jim Beal, Pat Carr, Jane Dunlevy, Minnie Faith, Donald Hamm, Eric Johnson, 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, 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		
3. New Business	<p>a. Policies</p> <p>i. Policy 4.1 (Conflict of Interest) Requesting for this policy to be rescinded because we are looking for more flexibility as we transition into curriculum 2.0.</p> <p>ii. Policy 4.8 (MSAPC) Page 5 – added section d. and discussion on the order of the steps and how this addition would give MSAPC more authority to do their work. With the new committee structure approved yesterday by FAC we can change FAC to UMEC in the policy. There were concerns that the title of the policy was not clear enough, so it was agreed upon to change to ‘Function of the Medical Student Academic Performance Committee (MSAPC)’.</p>	<p>MSC to rescind policy 4.1. Jane Dunlevy / Thad Rosenberger // carried.</p> <p>MSC to approve policy 4.8 with the minor edits as discussed. James Beal / Jane Dunlevy // carried.</p>
	<p>b. Reinstatement of CBSE Gateway Exam We had originally asked for the NBME gateway exam to be approved for block 8. Then with the COVID and distance learning taking place, and NBME cancelling their exams; we requested for the gateway exam to waived for the currently block 8. Now we have found out that NBME found a way to provide exams online and therefore requesting that we reinstate the gateway exam for block 8. The original date was to be April 9th and would like to change the date to April 24th. If students fail, this gateway exam they can re-take the exam again in August before they can take the STEP 1 exam.</p>	<p>MSC to allow the NBME gateway exam to happen for block 8. Jane Dunlevy / James Beal // carried.</p>

	STEP 1 exams are currently all postponed because they have strict regulations they have to follow.	
	<p>c. Thread Proposal from CEMS CEMS is looking for guidance for what is defined as a thread and what the expectations are for a thread in the curriculum. Threads are not the same as domains and competencies and so they would need their own separate report to track them throughout the curriculum and in considering the content experts and being realistic about the effort available of those people CEMS would like to recommend the following definition and thread titles to be adopted.</p> <p><i>‘A linear sequence of related curriculum events that takes place over more than one curriculum unit of instruction and which involves more than one program domain or competency.’</i></p> <p>There are five threads that would qualify under this definition and they are:</p> <ul style="list-style-type: none"> • Pharmacology and Therapeutics • Medicine and Society • Research Methods • Patient Safety and QI <p>In addition, there are several that MCC should consider if they would be threads or not and five that are currently being called threads but do not meet the definition above, and CEMS is recommending that they no longer be called threads are <i>Phase 1 electives, Phase 2 & 3, Electives and Phase 3, Teaching Labs and Assessment</i>. This would be easier to change the terminology now with the design teams then once the curriculum is fully implemented.</p>	<p>MSC to adopt the presence of threads in the curriculum and that the definition and assessment outlined in the proposal by CEMS. Don Warne / Jim Beal // carried.</p>
	<p>d. Diversity Learning Objectives for Internal Medicine Clerkship This objective could be strengthening but changing the beginning of the objective, however this is consistent with all the other objectives in other clerkships. WE will be working towards perfection in the future.</p>	<p>MSC to approve the Diversity Learning objectives for Internal Medicine. James Beal / Heidi Philpot // carried.</p>
	<p>e. UMEC Governance with Dean Wynne’s Recommendation The recommendation is to have a Campus Dean be a voting member and that would increase the membership from 11 to 12. It was also recommended that we remove the year on section a.2 as it is no longer needed as reference document.</p>	<p>MSC to approve the edit to the Undergraduate Medical Education Committee (UMEC) final document. James Beal /</p>

	<p>Page 3 – nominating committee by FC to populate UMEC members but a member’s selection committee to help populate the sub-committees. We need a way to populate committees either way, so we will keep it the way it is.</p>	<p>Thad Rosenberger //carried.</p>
	<p>f. Policies and Procedures Subcommittee A suggestion that UMEC create a new subcommittee to review all policies and procedures on a regular basis that are related to medical programs; not for the entire School of Medicine and Health Sciences. These reviews would ensure they are consistent and accurate with the needs of the medical program and for accreditations.</p> <p>Currently, this is happening within the Dean’s Office but by the end of the calendar year 2020, UMEC will be taking over these reviews with the expectation that they would be reviewed/updated annually. Dr. Steve Tinguely volunteered to outline the guidelines in which the subcommittee would be guided by.</p>	<p>MSC to form a Policies and Procedures Subcommittee and to charge Dr. Steve Tinguely to outline the guidelines and procedures of the subcommittee. Thad Rosenberger / Don Warne // carried.</p>
	<p>g. Impaired Student Policy The school has a contract with the North Dakota Professional Health Program (PHP), which is also used by practicing physicians as well. This policy would be students aware that this service is available to them through self-referral as well as be an option for MSAPC to refer a student. If a student were to self-refer to implement the policy or the program it would not impact their license in the future. The school would only hear if the student is compliant or non-compliant with the program but their treatment would be complete confidential.</p> <p>There was concern that the policy title is not clear enough or might carry some stigma and prevent students from getting help because the help they need. Also would like the title to be clearly labeled to know what the policy is about with having to read the policy. It was agreed upon to change the title to “Policy on Medical Students Requiring Treatment and Rehabilitation for Physical, Mental Health and Substance Dependency/Abuse Issues”.</p>	<p>MSC to approve the policy with the edits as discussed and to take effect July 1, 2020. Don Warne / Jim Beal // carried.</p>
<p>4. Old Business</p>	<p>a. Curriculum Renewal Update (Carr/Dunlevy) COVID update for clinical year students: The email vote by CSCS and MCC to approve the virtual electives were approved. This will allow the 4th year students to complete their final rotation online and graduate on time. 3rd year students are completing their 5th rotation online and will receive a credit for the full rotation if they were present for all their clinical days. For rotation 6 students will be complete 4 weeks of online curriculum and if they cannot return to the wards. We will allow them to start their 4th year early by starting a 4-week virtual elective.</p>	<p>MSC to endorse the contingency plan for clinical curriculum in the face of the COVID changes, and to give Drs. Marc Basson and Susan Zelewski the authority to get students back in the</p>

	<p>The MILE students will be getting credit for this academic year because they are only missing their rural clinical rotation which they can get from a rural elective next year. The ROME students will have met all their clinical criteria. So all longitudinal students will start the next academic year on time with the online curriculum.</p> <p>For the next academic year if students are not back in the wards they will continue with 4-week clerkship and receive an incomplete and do them back to back. This would get us through the end of December. Then when we are able to get the students back in the clinic they would complete the hand-on portion of their clerkships back to back and receive a grade at that time. There will be no virtual credit given for the neurology clerkship because it is only 2 weeks long. Drs. Marc Basson and Susan Zelewski would like the authority to place students back on the wards when or where possible.</p>	<p>wards when and where possible and will provide updates. Thad Rosenberger / Jim Beal // carried.</p>
5. Standing Agenda Items	a. Review of action item table	
6. Other Business		
7. Next MCC Meeting	<p>Next Clerkship Report Review meeting – May 13, 2020, 2019 – 4:30 PM, Zoom</p> <p>Next Regular Meeting – April 29, 2020 – 4:30 PM, Zoom</p>	Informational
8. Adjournment	Meeting was adjourned at 6:00 pm	Informational