

**Medical Curriculum Committee Meeting Minutes**  
SMHS

**Wednesday, May 8, 2019 - 4:30 PM, Room E493, via telecomm, and video**

**In attendance:** James Beal, Pat Carr, Xuesong Chen, Joy Dorscher, Jane Dunlevy, Mark Koponen, Jonathan Pacella, Jim Roerig, Thad Rosenberger, Ken Ruit, David Schmitz, John Shabb, Chernet Tessema, Steve Tinguely, Chris Tiongson, Rick Van Eck and Susan Zelewski.

**Minutes Submitted by:** Alissa Hancock

**Minutes Reviewed by:** Mark Koponen

**Minutes Approved by:** Thad Rosenberger and James Beal

| AGENDA ITEM                     | SUMMARY  | ACTION/FOLLOW-UP  |
|---------------------------------|--|---|
| <b>1. Welcome/call to order</b> | Dr. Koponen called the meeting to order at 4:33pm in room E493 on the Northeast Campus.  | Informational   |
| <b>4. Old Business</b>          | <p><b>a. Grading Policy Clarification</b><br/>Dr. Dorscher cannot stop students from taking the STEP 1 exam once they have signed up to take the exam because they need to sign up so much in advance before we know how they might do.</p> <p>There was a concern raised by basic science faculty about handpicking questions for block exams for the NBME exams for the end of block exams. The process for this to start to happen next year will begin this summer because the questions needs to be selected before the lecture. Otherwise, it is impossible to select questions that relate to the lecture because they give you random questions with no way to narrow it down even more.</p>   |   |
|                                 | <p><b>b. Standing 7 report from EASRS</b><br/>Continuing the discussion on Standard 7 from February; where Dr. Rick Van Eck was charged with gathering a small group to review the societal problems. He had talked with Dr. Don Warne who has now taken lead on the review of the societal problems throughout the curriculum, via the longitudinal thread group. MCC also adopted to review the societal problems annually at this meeting also.</p> <p><u>Element 7.9 (Interprofessional Education)</u><br/>When looking at the DCI we need to define the objectives through our assessment methods that go with badging with domains 7 &amp; 8, which we are currently working on. We have MCQ questions to the end of block exams, which is waiting to go to BSCS for approval for next year. Dr. Eric Johnson and Michelle Montgomery are aware of creating assessment methods that are connected to the curriculum.</p> | <p><b>Action Item: Add Elements 7.5 &amp; 7.6 to the action item table for future discussions.</b></p> <p><b>Action Item: Charge Don Warne and the Longitudinal Group to create the objectives for element 7.6.</b></p> <p><b>Action Item: BSCS will look at the table in</b></p> |

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|                               | <p>At a recent meeting, Dr. Steve Tinguely learned the LCME might have difficulty looking at a single course and agreeing that we are meeting the IPE standard and it should be more formalized as a longitudinal thread. Domains 7 &amp; 8 are harder to assess through standard assessment methods and that is why we are working on badging them. We should be able to show that we are preparing students to work on a health care team in a clinic setting and that they have teamwork skills.</p> <p><u>Element 7.2</u><br/>Dr. Tinguely will send BSCS the table needed to review the element, where there are a list eight items; we need to identify where we teach those in the pre-clinical curriculum. We will place this on the action item table to answer when the LCME visit gets a little closer.</p> <p><u>Element 7.6 (Societal Problems)</u><br/>We do teach this but we do not have objective connected to it. The longitudinal thread group can create objectives with the help of CEMS and then have the objectives go to BSCS for approval also.</p>  | <p><b>element 7.2 and identify where we teach those and report back at a later date.</b></p> <p><b>MSC to accept the Standard 7 report with actions. Jane Dunlevy / Thad Rosenberger // carried.</b></p> |
| <p><b>2. New Business</b></p> | <p><b>a. Update on Curriculum Revision from FAC meeting</b><br/>The curriculum proposal was presented to FAC and they endorsed it, so we can keep moving forward. Dean Wynne was interested in identifying resources needed to make sure there are no big surprises along the way. MCC will review the resource document at the 5/29/19 meeting.</p> <p>We need to start the design unit teams work on the curriculum. Also knowing that the upcoming Curriculum Retreat is very important over the next couple of years. This year we are bringing in guests from the University of Washington Medical School who just went through a curriculum revision whose school is similar to ours. They will discuss their process, lessons learned and what hurdles we can anticipate to help make our process go smoother.</p> <p>There is also an Admission Retreat coming up. There was concern raised by the Pediatric Department about the overlap that happens in the new curriculum every year. The Campus Deans are meeting to work out the scheduling for students so that no clerkship will have more students than they currently do. They are discussing what limitations and restrictions need to be set in place for this to work. Dr. Tiongson volunteered to help answer questions that the campus deans may have as they work on it.</p> |  |
|                               | <p><b>b. Pending approval of New Curriculum Proposal, plan design teams</b></p>   |  |
|                               | <p><b>c. Standard 8 report from EASRS</b></p>   | <p>Tabled</p>  |

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|                                 | <p><b>d. Element 8.8 (Monitoring Student Time)</b><br/> Duty hours during the clerkship phase: The newest DCI contains a change on how student time is monitored We will need to define and describe how we monitor student time in the pre-clinical years particularly in the new curriculum. BSCS is currently looking at expanding policy 4.19 (Scheduling Block Activities For Medical Students) to ensure we are being realistic with our expectations of the student time. In addition, this year we have been gathering data regarding this from students each block to see how they are spending their time on both curricular and extra-curricular activities. It was suggested to have student involvement and input as BSCS works on this policy.</p> | <p><b>MSC to charge the BSCS to develop and expand the 4.19 policy on scheduling student time. Thad Rosenberger / Jane Dunlevy // carried.</b></p> |
| <b>3. Standing Agenda Items</b> | <b>a. Review of action item table (Koponen)</b>  | Tabled   |
| <b>5. Other Business</b>        |  |  |
| <b>6. Next MCC Meeting</b>      | <p>Next Clerkship Report Review meeting – June 12, 2019 – 4:30 PM, Room E493 &amp; WebEx<br/> Next Regular Meeting – May 29, 2019 – 4:30 PM, Room E493 &amp; WebEx</p>   | Informational  |
| <b>7. Adjournment</b>           | Meeting was adjourned at 6:06 pm   | Informational  |

APPROVED