

Medical Curriculum Committee Meeting Minutes – Additional Meeting
SMHS
Wednesday, July 13, 2016- 4:30 PM, Room 1917, via telecomm, and video

In attendance: Chris Tiongson, Steve Tinguley, Gwen Halaas, Tracy Uhlir, James Beal, Rebecca Maher, Shae Samuelson, Mark Koponen, John Shabb, Joy Dorscher, Jonathan Geiger, Rick Van Eck, Susan Zelewski, Dawn Hackman, Thad Rosenberger

Minutes Submitted by: Shae Samuelson

Minutes Reviewed by: Rick Van Eck 8/16/17

Minutes Approved by: Mark Koponen/Thad Rosenberger

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	Dr. Van Eck called the meeting to order at 4:38p in room 1917. Introductions took place for the new members. Committee was one person short of a quorum. It was determined that the agenda items would be discussed but could not be approved. Committee agreed to vote by email.	Informational.
2. Election of Chair for AY 2016-17	<p>a.) Discussion of MCC Chair Eligibility and Transition Plan</p> <p>The AY 2016-2017-chair appointment of Dr. Van Eck was a special one-year appointment made by FAC and the Dean. However, it is not in the by-laws and he cannot continue as chair without further special appointment/approval by FAC. Discussion on moving forward in nominating the chair, streamlining of the workload of the chair and the possible for a chair elect. The chair elect would assist the chair and “transition to chair.” This would require a bylaws change but could be implemented on an interim basis according to the chair of the bylaws committee. Bylaws are getting a significant re-write this fall. Moving forward, the MCC Chair will put together an email asking for official nominations by the end of next week to have voting done. If we cannot get an election, will contact the Dean/FAC for further consideration.</p> <p>Wrapping up discussion, MCC discussed the appointed MCC member for CSCS. Charlie Christianson is currently filling in that position on an interim basis. There will be a future revisit of the by-laws to discuss the continuity between the committees. The chairs of the subcommittees of MCC already attend MCC so that relationship of continuity is established.</p>	<p>Action Item: Nomination email for chair</p> <p>Action Item: Revisit MCC member on CSCS which is on the action items list from 3.9.16. Include a revisit to the by-laws regarding the continuity/overlap in membership across committees.</p>
3. Minute approval of June 22, 2016 meeting	Consensus was that minutes are good to move to email vote due to lack of quorum.	Action Item: Include in email vote, group present did not have any concerns

		<p>7.25.16 Electronic Vote: Thad Rosenberger motioned to approve the June 22, 2016 meeting minutes, Jim Beal seconded. In Favor:</p> <ol style="list-style-type: none"> 1. Thad Rosenberger 2. Heidi Philpot 3. Chen Xuesong 4. Jonathan Geiger 5. Mark Koponen 6. James Beal 7. Charlie Christianson 8. Gene DeLorme <p>Motioned carried and passed.</p>
<p>4. LCME Update (Tinguley)</p>	<ol style="list-style-type: none"> a. Alternate Activities (Zelewski) b. Elements 6.2, 8.3 & 8.4 responses c. Process for integrating into CQI across MCC and subcommittees <p>6.2 Dr. Zelewski gave a presentation on the changes to 6.2 approved by CSCS. This will come forward to MCC at the next meeting.</p> <p>6.2 Alternative Activities - Dr. Zelewski presented the data for the 2015-16 academic year. See attachment. All Alternative experiences were under the 25% benchmark of fulfillment by an alternative method. A proposal related to participation versus observation for 6.2 requirements will be considered by CSCS and will come forward to MCC at a future meeting. When discussed, this brought to light inaccuracies in student logging of experiences in which students neglect to change the role or category of the experience.</p>	<p>Action Item: Approval via email.</p> <p>7.25.16 Electronic Vote: Thad Rosenberger motioned to approve the responses to the LCME Elements 6.2, 8.3, 8.4 - Jim Beal seconded. In Favor:</p> <ol style="list-style-type: none"> 1. Thad Rosenberger 2. Heidi Philpot 3. Chen Xuesong 4. Jonathan Geiger 5. Mark Koponen 6. James Beal 7. Charlie Christianson 8. Gene DeLorme <p>Motioned carried and passed.</p> <p>Action Item: Chair will contact CSCS Chair regarding inaccuracies in student logging of experiences</p>

	<p>8.3 #1 and #2 were discussed and held an approval via email.</p> <p>8.4 Dr. Dorscher provided the surveys to CSCS and they were discussed/reviewed yesterday. Action items are in the process of generated/drafted. Committee decided to proceed with review with the understanding the further information will come forward. Dr. Zelewski presented the draft of the action items from the resident director area. A discussion about whether the LCME expects us to implement changes from the current year's data or whether we use the previous year's data ensued. Data come to us too late in the year to make changes in the current year, so it was decided that in our analysis of the data and responses, it should be stated clearly that we are using the previous year's data, and why. Class of 2014 had a low response rate and wanted to see a more robust survey. Now the permission is asked of the students beforehand so there is a bigger pool of responses. Committee discussed: How do we decide what to focus on for action items? What is the criteria to make decisions? It was suggested to put it in writing somewhere. What are the next steps? CSCS needs to electronically vote before MCC. Committee concluded that everything below 4 would be investigated with rounding the nearest 10th up.</p> <p>Resident Survey Discussion from CSCS. Discussion on the inpatient comment regarding lack of inpatient experiences. This specific individual student stated they avoided it and it should be included on advising. It will go to campus deans.</p> <p>It was reported that no issues rose to the level that changes need to be implemented for the upcoming academic year? It was noted that elective restriction which has been taken care of.</p>	<p>FYI: CSCS will vote on the action items from the survey then will, be forwarded to MCC.</p> <p>Action Item: Consider how and where to include data on our rationale for how we select items for action vs. which are not.</p>
<p>5. Electives</p>	<p>a.) IM Valley City SE Campus (New) Approved by CSCS. The preceptors did not want to make this as an AI with many objectives that are similar to that of an AI. There is a student already enrolled which was approved to CSCS prior, which would also have made it difficult to change at this point.</p>	<p>Action Item: Approval via email.</p> <p>7.25.16 Electronic Vote: Thad Rosenberger motioned to approve the elective: IM Valley City – SE Campus, Jim Beal seconded. In Favor:</p>

		<ol style="list-style-type: none"> 1. Thad Rosenberger 2. Heidi Philpot 3. Chen Xuesong 4. Jonathan Geiger 5. Mark Koponen 6. James Beal 7. Charlie Christianson 8. Gene DeLorme <p>Motioned carried and passed.</p>
<p>6. BSCS Mandatory Attendance Policy Revision Proposal (Carr/Shabb)</p>	<p>See white paper posted on Blackboard. There was a long discussion on this topic that included: discussion on the recap of why this is happening, enforcing the request, pros/cons for this policy, and the recent stopgap that was put in place for the spring whereby all lectures by outside volunteer faculty are mandatory and students are notified of these and any others that are deemed core, such as “the impaired physician” lecture (see 4.27.16 MCC Minutes).</p> <p>The Committee is concerned about unintended consequences of a mandatory attendance policy. The question arose that as long as students are passing block exams, there would be little rationale for requiring attendance. It was discussed that if a faculty member is doing something that requires attendance (e.g., highly interactive with students where students learn from that interaction), this could rise to level of allowing for mandatory attendance because of the difficulty of implementing an active Learning component when attendance levels are low. Other points made included:</p> <ol style="list-style-type: none"> 1. We need to focus on the best way to teach the student and the best method of teaching, which includes helping faculty deliver it. 2. A lecture should not be required to attend if you can obtain it from an alternative method. 3. It was noted that mandatory means you will obtain a mandatory skill by attending. <p>Many potential alternatives were discussed including the following:</p> <ul style="list-style-type: none"> • Approach could reflect the different ways to obtain CME’s (under learner control) which would further the goal of wanting to treat students like adults. • Involving students in the formulation of a policy, which would have educational value as well. • Students could be mandated to attend Active Learning Sessions TBL, PCL and outside lectures. The faculty member, in consultation with Education Resources, 	<p>7.25.16 Electronic Vote: Thad Rosenberger motioned to NOT approve the Mandatory Attendance Policy proposal from BSCS Jim Beal seconded. <i>(Yes votes means not accepting the policy)</i> In favor of the motion:</p> <ol style="list-style-type: none"> 1. Thad Rosenberger 2. Chen Xuesong 3. Jonathan Geiger 4. Mark Koponen 5. James Beal 6. Gene DeLorme <p>Abstentions</p> <ol style="list-style-type: none"> 1. Heidi Philpot 2. Charlie Christianson <p>Motioned carried and passed.</p> <p>Interim policy to be in place. Visited and discussed; outside visiting lectures are mandated and professional.</p> <p>Action Item: Consider at a future MCC meeting whether</p>

	<p>could determine whether a course activity rises to the level of required attendance (i.e., whether student interaction is core and results in learning experiences that cannot be achieved without attendance).</p> <p>Questions/Summary of Discussion</p> <ul style="list-style-type: none"> • Why are we doing this mandate? • Should this be included in the learning contract of the students? • At a minimum – affirm outside lectures to be mandated. • Three alternatives originally went to BSCS and this is the one that passed. • Because the policy before MCC was approved by BSCS, it was determined that MCC could only vote up or down on the proposal and that other alternatives will require more thought and discussion than is possible at this time. The BSCS proposal will be put out via email and if it is not passed, the existing policy will stay in place until another alternative comes available. 	further action is needed on crafting a new policy regarding mandatory attendance.
7. Curriculum Retreat Follow Up (Carr)	Discussion and future plans—see document in blackboard. The action items were reviewed with no concerns.	Informational.
8. Medical Program Council Follow Up from 5/25 & 6/8 meeting	Request for approval was sent to FAC on (insert date here).	Action Item: Follow up on MPC progress
9. Other Business	<p>Electronic Vote Request for surgery electives and AI that passed at CSCS July 12, 2016.</p> <ul style="list-style-type: none"> • SW Campus Surgery AI • Surgery 4th Year Experiences: Surg 9198, Surg 9297, Surg 9396, Surg 9495 <ul style="list-style-type: none"> ○ <i>(updated and were originally the Acting Internships) They are identical except for location and specialties available. Just for a piece of info, a student would be able to complete the rotation on another campus as long as they meet their 4 rotation home campus requirement with other rotations and there is space available.</i> <p>Previously there were 2 required acting internships many of the courses were just an elective course or repeating an elective course. Now there is a new curriculum for Acting Internship. Surgery said yes 12 weeks education requirement for students. They have re-written their AI and is stands out differently than the 3rd year. It approved yesterday and will come here because students are taking it in August. Students should not be enrolled in course that is not in the system. Students cannot take classes that are not created. Another</p>	<p>7.25.16 Electronic Vote: Thad Rosenberger motioned to approve the SW Campus Surgery AI - Jim Beal seconded. In favor:</p> <ol style="list-style-type: none"> 1. Thad Rosenberger 2. Heidi Philpot 3. Chen Xuesong 4. Jonathan Geiger 5. Mark Koponen 6. James Beal 7. Charlie Christianson 8. Gene DeLorme <p>Motioned carried and passed.</p> <p>7.25.16 Electronic Vote: Thad</p>

	will be coming through as well for more electives.	Rosenberger motioned to approve the 4 th year experiences: Surg 9198, Surg 9297, Surg 9396, Surg 9495 Jim Beal seconded. In Favor: <ol style="list-style-type: none"> 1. Thad Rosenberger 2. Heidi Philpot 3. Chen Xuesong 4. Jonathan Geiger 5. Mark Koponen 6. James Beal 7. Charlie Christianson 8. Gene DeLorme Motioned carried and passed.
10. Next MCC Meeting	Next Regular Meeting – August 24, 2016 – 4:30 PM, Room TBA & Video Bismarck/Fargo	
11. Adjournment	Meeting was adjourned at 6:40 pm.	