

Medical Curriculum Committee Meeting Minutes
SMHS

Wednesday, July 18, 2018 - 4:30 PM, Room E493, via telecomm, and video

In attendance: James Beal, Joy Dorscher, Jane Dunlevy, Mark Koponen, Jim Roerig, Chernet Tessema, Dinesh Bande, Marc Basson, Pat Carr, Scott Knutson, John Shabb, 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 / Xuesong Chen

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	Dr. Koponen called the meeting to order at 4:31 pm in room E493 on the Northeast Campus.	Informational
2. Consent Agenda	<p>a. Approval of Meeting Minutes 4.11.18 & 6.27.18, CEMS 7.9.18 report, CSCS 6.1.18 report.</p> <p>It was agreed upon by everyone at the meeting that electronic vote will happen on all motions, as we were one short of quorum.</p>	MSC to approve all consent agenda items. Dorscher/Dunlevy // all in favor; carried anonymously.
3. Old Business	<p>a. Curriculum Sub-groups</p> <p>We are looking to purchase 25 questions for pathology exams which we can financially do for blocks 6, 7 and 8. This is going to be a trial to see how things go and the feedback we will receive from students. This exam will be given during assessment week or at the end of week 8 and will be a separate exam that would not have a negative impact their grade. This is to help the students understand what the MCQ is like. It was suggested, to motivate students to volunteer to take the test that is can help their grade but cannot lower their grade.</p> <p>The PCL cases are being reviewed by LaVaun McCann and Jane Dunlevy to see which cases need immediate attention for updating. We are looking to formalize wrap-up cases by having objectives assigned to the cases. We would need to find a way for the faculty to know which objectives they need to focus on in the wrap-up sessions at the end of the week. BSCS will need to see these objectives but would like to try to get these rolled out right away.</p> <p>There is also a proposal in progress of being developed to help address domains 7 and 8. MCC will be seeing a report on this in the near future.</p>	<p>Informational</p> <p>Update: Pathology will partner with Education Resources to purchase and expanded set of NBME questions for Blocks 5 – 8.</p>

	These quick wins are adjustments that faculty can be making to improve the curriculum based naturally, but these revision groups are keeping MCC in the loop of the adjustments happening. Then they will be working towards goals that will take a little more work.	
4. New Business	<p>a. Welcome the new members</p> <ul style="list-style-type: none"> i. Students: Jonathan Pacella (class 2021) and Shanalee Mountan (class 2019) ii. Faculty members: Jane Dunlevy 	Informational
	<p>b. Meeting time change? Decided to, not change the meeting time.</p>	Informational
	<p>c. Standard 8 report – from EASRS This report may be a little outdated as it was published about a year ago. The table show each of the different areas of Standard 8 and if we at risk or not.</p> <p>8.1 looking at the strengths of the 4th year electives and if they are reviewed? Electives are not a requirement of the curriculum so they are not reviewed. However, AI's that students are taking are being reviewed. The 2nd action plan item was tasked to CEMS to take care of reviewing the curriculum.</p> <p>8.2 CEMS and other sub-committees are already addressing the concerns about the domains and competencies in the curriculum.</p> <p>8.3 As we are in the middle reviewing this section over the last year.</p> <p>8.4. EASRS was unable to find all the data to complete the DCI table. Discussed what group or committee should be responsible for reviewing the missing data.</p> <p>8.5 thru 8.8 sections was tabled until the next meeting, as Dr. Tinguely needed to leave the meeting.</p>	<p>MSC to task CEMS to review the domains and competencies annually and make suggestions to MCC for an in-depth review or suggested changes. Beal/Dunlevy // carried.</p> <p>MSC will request the Admission Committee to prepare and report annually the details of the graduate rates, matching and licenses to FAC to review. Dorscher/Dunlevy // carried.</p>
4. Standing Agenda Items	<p>a. Review of action item table (R. Van Eck)</p> <ul style="list-style-type: none"> • Admission requirements from BSCS will be coming hopefully at the next meeting. • 8.3 from CEMS was updated and their role and oversight has been updated. • Curriculum revision group is completed – but need to create a new task for the revision groups • The plans for the MD/MPH plan needs to have Dr. Goldsteen's name removed. 	Informational

	b. Big MCC Discussion Question (R. Van Eck)	Tabled
	c. EASRS 8.3 Action Item Discussion (R Van Eck)	Tabled
6. Other Business	a. Mission Management Tool (MMT) (Basson) Reviewed and noted that we have done remarkable well according to the report.	Informational
7. Next MCC Meeting	Next Clerkship Report Review meeting – August 8, 2018 – 4:30 PM, Room E493 & Video Fargo Next Regular Meeting – August 22, 2018 – 4:30 PM, Room E493 & Video Fargo	Informational
8. Adjournment	Meeting was adjourned at 5:52 pm	Informational

APPROVED