

Medical Curriculum Committee Meeting Minutes
SMHS

Wednesday, September 27, 2017- 4:30 PM, Room E493, via telecomm, and video

In attendance: Jim Beal, Pat Carr, Eric Christenson, Dawn Hackman, Scott Knutson, Mark Koponen, Rebecca Maher, Kay McCullough, Heidi Philpot, Thad Rosenberger, John Shabb, Chernet Tessema, Steve Tinguely, Chris Tiongson, Rick Van Eck, Susan Zelewski

Voting members not in attendance: Jonathan Geiger, Raymond Goldsteen, David Schmitz, Chen Xuesong

Minutes Submitted by: Rebecca Maher

Minutes Reviewed by: Rick Van Eck

Minutes Approved by: Thad Rosenberger/Mark Koponen

AGENDA ITEM	SUMMARY	ACTION/FOLLOW-UP
1. Welcome/call to order	Dr. Van Eck called the meeting to order at 4:36p in room E493 on the Northeast Campus.	Informational
2. Consent Agenda	<p>a. CSCS Summary report, Amended Duty hours policy, yearly timely grading report, AI Requirement proposal, GQ, Hospice and Palliative Care elective, 2-week Ortho elective, BSCS Report, Block 4 report AI requirement proposal was moved off the consent agenda as committee members felt it warranted further discussion. Each 4th year student will be required to successfully complete one acting internship at UND SMHS.</p> <p>All consent agenda items are approved.</p> <p>b. Discussion of AI Requirement AI requirement was discussed and all questions answered.</p>	<p>MSC to approve consent agenda items with exclusion of the AI requirement proposal – Thad Rosenberger/Heidi Philpot//all in favor; carried unanimously.</p> <p>MSC to approve AI Requirement proposal – Heidi Philpot/Mark Koponen//all in favor; carried unanimously.</p>

3. New Business	<p>a. LCME Standard 10.1 & 10.5 (Tinguely) Drs Halaas, Ruit, Dorscher and Tinguely recently completed a review of LCME Standard 10 and concluded that Elements 10.1 and 10.5 require attention of MCC. Element 10.1 deals with academic admission requirements and 10.5 addresses a medical program’s technical standards. The group agrees that establishing subject and courses prerequisites is fundamentally a curricular issue. Those requirements should be regularly reviewed by MCC/BSCS in context of the School’s curriculum goals and objectives. The group further finds that the School’s Admission’s committee does not have the expertise to take on the responsibility of ensuring that the intent of this Element is met. The Group concluded that it is the role of MCC to set the technical standards that are necessary to successfully complete the School’s curriculum. It is the role of the Office of Student Affairs to assist admitted students to successfully achieve the medical program’s curricular competencies. The group further recommends that the policies for admission prerequisites and technical standard be reviewed on a regular scheduled 3-year cycle.</p> <p>b. ER Staffing Changes (Van Eck) Tracy Uhlir is no longer working in Education Resource. The job will be posted and hired as soon as possible.</p> <p>c. MCC and subcommittee process/staffing changes (Van Eck) i. Support email: mccsupport@med.und.edu ii. Minutes: Dawn Hackman, Annie Nickum, Marcia Francis Liberians will take minutes through December 2017 as ER goes through staffing changes.</p>	<p>MSC to approve – Thad Rosenberger/Jim Beal//all in favor; carried unanimously.</p> <p>Action Item: Chair of MCC will ensure this is put on future agenda for discussion and action by MCC</p>
4. Standing Agenda Items	<p>a. Big MCC Discussion Questions (Van Eck) There was not enough time to discuss one of the big questions.</p> <p>c. Review of action item table (Van Eck) Action table was reviewed and updated accordingly.</p>	
5. Old Business	<p>a. Review of EASRS Standard 8 Action Items (Tinguely) This will be discussed at a later meeting.</p>	

	<p>b. Duty Hour policy</p> <p>The duty hour guideline was brought up and changes were made. A comment has been added at the end of the first item (However, if a student comes in to provide patient care while on out-of-house call, those hours will be included in the 80-hour total.) The minimum time free of student responsibilities between all daily duty periods is changed from 10 to 8. A typo was corrected (after = after 24-hour). The words “in-house” were added to section V (Duty hours in the hospital or clinic setting shall not exceed 24 consecutive hours, including hours spent sleeping while on in-house call)</p> <p>This will go to FAC for review/approval</p>	
<p>6. Other Business</p>		
<p>7. Next MCC Meeting</p>	<p>Next Clerkship Report Review meeting – November 8, 2017 – 4:30 PM, Room E493 & Video Fargo Next Regular Meeting – October 25, 2017 – 4:30 PM, Room E493 & Video Fargo</p>	<p>Informational</p>
<p>8. Adjournment</p>	<p>Meeting was adjourned at 6:03pm</p>	<p>Informational</p>